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The Stenographer

A MONTHLY MAGAZINE

Devoted to the Interest of the Shorthand
Profession, and to a diffusion of the knowledge
and practice of Shorthand as a part of an
English Education.



VOLUME XVI.

PHILADELPHIA :
STENOGRAPHER PRINTING AND PUBLISHING COMPANY.

1901.

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E. H. BEACH, Editor

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VOLUME XVI.

PHILADELPHIA, JANUARY, 1901.

NUMBER I.

James D. Campbell.



JAMES D. CAMPBELL, the efficient and esteemed secretary-treasurer of the National Shorthand Reporters' Association, is the official stenographer for the Seventh Judicial Circuit of South Carolina, with headquarters at Spartanburg. He was born near that city May 2, 1867, and during the greater part of his minority lived the life of the ordinary country youth. He completed his education in Nashville, Tenn., in 1887, and for the four years next succeeding served in a reportorial capacity on the staff of *The Daily American* of Nashville, the leading morning newspaper of Tennessee.

Mr. Campbell was appointed to the position he now holds in 1891, in accordance with the result of a competitive examination, held

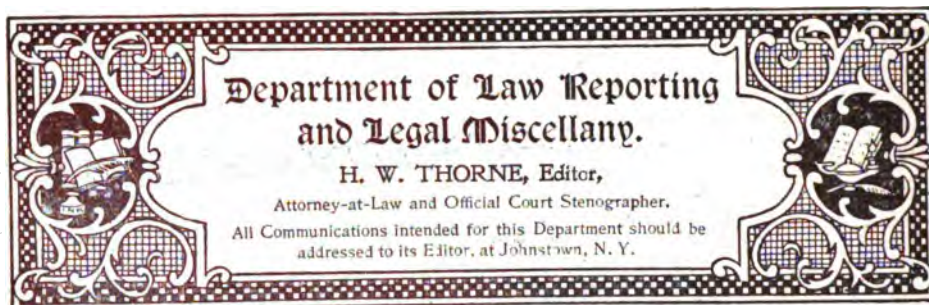
in Charleston, at the request of the appointing Judge.

Mr. Campbell began the study of shorthand, the Burnz system, in 1885, without a teacher, and says he was able to do satisfactory work in "smooth places" before he had ever seen a shorthand writer other than himself. During his residence in Nashville he reported a number of important law trials and made the official report of every State Association in Tennessee which had its proceedings reported in shorthand, and of two or three national organizations, among them the Scotch-Irish Society of America. Since his removal from that city he reported the impeachment trial of Criminal Judge Du Bose, of Memphis, before the Tennessee Senate, and furnished daily copy for more than three weeks.

Mr. Campbell attended and was secretary of the Convention of Stenographers held in Nashville in 1897, in which the proposed formation of the present National Association originated. He also attended the organization meeting of the National Shorthand Reporters' Association, in Chicago, in August, 1899, and was there elected to the position in the organization which he will continue to hold as long as the importunities of its conventions will induce him to do so.

Personally and professionally Mr. Campbell merits the highest consideration and kindest regards of all shorthand writers, not alone on account of his character and attainments, but be it known that his zeal and unselfish devotion to the phonographic profession, as evidenced by his uninterrupted and untiring efforts in its behalf through years of labor in its service, entitle him to a place in the hearts of his shorthand countrymen.

KENDRICK C. HILL.



The Aspiring Amanuensis.



TO develop from an amanuensis into a rapid stenographer, familiarity with correct outlines of many words is an essential. While this qualification is not expected of the beginner, yet he who would attain expertness must, eventually, have proper word-forms at the end of his pen.

How shall this proficiency be acquired in the shortest period, by the average amanuensis? Along what lines will endeavor yield the best results? Into what fields shall incursions be made in search of this knowledge? How shall discrimination be made between the good and the bad, that the useful may be chosen and the impracticable discarded?

Many writers and instructors have endeavored to answer these questions, and most of them appear to have only succeeded to their own satisfaction. The present writer has no hobby to ride; no theory to exploit, or maintain. His object solely is to call attention to aspects of the subject, to which allusion has not been heretofore made.

As the gray matter of each individual brain differs from that of another; as there is a difference in the perceptive and reflective faculties of minds; as people possess unequal manual dexterity; so, too, must there be variance in the course, or method, to be pursued by different individuals to accomplish a given result. Hence, what follows must be applied by each reader to his personal needs, in such modified form as his individuality and environment suggest.

Assuming that the amanuensis has mastered the stenographic vocabulary covering

the immediate field of his employment, let him consider himself the center of a series of concentric circles—similar, if you please, to the pebble cast into the placid pool, and the ever-widening circles which radiate from it. The spaces between these may be likened unto zones of information, the degree of usefulness of each depending upon its proximity to the center. For instance, within the first space are matters relating to the hamlet, village or city wherein the stenographer is employed—its religious, social and political life; names of streets; of business houses; railroad, steamship, insurance, express and other corporations; public buildings; general character of industries, names of municipal officials, localities, as cemeteries, race-tracks, fairgrounds, etc., etc. Within the second may be found facts of the same general character relating to the county; the third contains such as have reference to the State, and the fourth to the country in which the amanuensis resides, while the fifth space presents data of world-wide character—history, literature, geography, etc., etc.

The amanuensis acquaints himself with the information embraced within these zones, writing it up in shorthand in the form of a general article. He encounters numerous words, terms and phrases the shorthand equivalents of which he does not know. He resorts to his phonographic dictionary, or book of word-forms, for the correct outlines, and writes them in red ink, thereby rendering them conspicuous for reference thereafter. He also makes a list of such red ink outlines, and these he writes, and writes until they are, verily, on the tip of his pen.

He thus completes the first zone. In the same way he goes through the second and subsequent ones.

Of course, this entails much work—writing, reading and thought. But, the aspiring amanuensis is to become an expert. He traverses a very large part of the domain of knowledge, and spends several years in so doing. He has covered the subject of blacksmithing, in the first zone, and incidentally learned the correct form for "anvil," "horse-shoe," etc., as well as firmly fixed in his mind the proper outlines for "appendicitis," "electric dynamo," etc., etc., while writing up the last zone.

In other words, he has been completing his general, as well as his phonographic, education. He has fitted himself to properly understand, and use, the "context" in reading his notes.

This "zone" analysis demonstrates most vividly that the expert stenographer's labors embrace a multiplicity of topics, that he must, perforce, have correct outlines for numerous words, terms and phrases and that he should possess sufficient elementary knowledge of those topics to serve him when resort to "context" becomes necessary in deciphering rapidly written notes of technical or other matter.

Notes.

I OBSERVE that some of the young clerical stenographers of the country are impressing their business card upon their employer's stationery, with a rubber stamp. I received a letter not long ago from a lawyer with such a card upon it. Is it right to do this? It is, if it be with the consent of the employer; without it, it is wrong.

The following clipping from the *Christian Advocate*, while greatly exaggerating the subject, yet contains much truth:

"If I were to give you an orange," said Judge Foote of Topeka to D. G. McCray, "I would simply say, 'I give you this orange,' but should the transaction be intrusted to a lawyer to put in writing he would adopt this form; 'I hereby give, grant and convey to you all my interest, right, title and advantage of and in said orange, together with its rind, skin, juice, pulp and pits and all rights and advantage therein, with full power to bite, suck or otherwise eat the same, or give away with or without the rind, skin, juice,

pulp or pits, anything hereinbefore, or in any other deed or deeds, instruments of any nature or kind whatsoever, to the contrary in anywise notwithstanding.'"

ROBERT R. LAW, of Cambridge, N. Y., one of the official court stenographers, of the Fourth (N. Y.) Judicial District, and a lawyer, was recently re-elected for the twenty-second time to the position of clerk of the Board of Supervisors of Washington Co. at a salary of \$400. Brother Law should know by this time how to make up the record of that board.

I AM pleased to learn that my friend Patrick J. Sweeney of New York, has opened an Instruction Department of the Manhattan Reporting Co., at 150 Nassau St., that city. Mr. Sweeney controls and performs much law and miscellaneous reporting, and he has evolved the happy idea of utilizing his reporting business to furnish the opportunity to inexperienced stenographers, and graduates of shorthand schools, of post-graduate instruction in verbatim reporting. I have known of Mr. Sweeney since he went to the metropolis, a number of years ago, a struggling student, and have watched his rise as stenographer, lawyer and educator with fatherly pride, inasmuch as he has acted largely upon my suggestions. His rugged honesty, ability and facilities for the work should recommend him to the young persons who are seeking aid upon the road that Mr. Sweeney has so successfully traveled.

ANOTHER instance of stenography as a stepping-stone comes to light in the selection by Governor-elect Odell (of N. Y.), of James G. Graham, Esq., of Newburg, N. Y., to be his private secretary. Mr. Graham is a lawyer, has been a member of assembly and began as a court stenographer. In the latter capacity he earned a considerable income while studying law in his father's office.

MISS ELIZABETH PUTMAN, of 136 East Fulton St., Gloversville, N. Y., made a very creditable showing, at a recent term of court, when, sworn as a witness, she read from her original stenographic notes a large portion of the proceedings of a criminal trial reported about a year previously.

MISS MARY O. TOOLE, who is desirous of acquiring knowledge of, and proficiency in, court reporting, is now engaged as stenographic amanuensis with the Empire State Wine Company, at Penn Yan, N. Y.

Received.

Pitman's Twentieth Century Business Dictation Book of Legal Documents and Miscellaneous Work, in ordinary type, 240 pp., boards 75c., cloth \$1, from Isaac Pitman & Sons, 33 Union Square, New York. Typography, paper and binding is of the high order for which this house is noted. One is impressed by the diversified subjects covered by the letters and other matter, which range from "advertising" through "pottery" to "wool," covering fifty distinct lines of business, counted off in suitable "takes" for dictation. The legal forms occupy eight pages. The book is also published in parts, Part I "Business Dictation," 50c., Part II, "Legal Forms and Miscellaneous Selections," 35c.

THE printed proceedings of the last annual meeting of the N. Y. S.S.A., held in Brooklyn last August. Aside from the subject of licensing stenographers, in my opinion the most important topic discussed, was what Colonel Hemstreet characterized as the "humility" of the law stenographer, meaning, in part, the fear or disinclination of that official to insist upon proper recognition of his rights and an observance of the limitation of shorthand. The Colonel spoke truthfully. There appeared to be a tendency to "dodge," or belittle, this question, which should be rammed down the throats of Bench and Bar upon every favorable opportunity.

H. W. THORNE.

A. P. LITTLE, proprietor of the typewriter ribbon factory on Main street, Rochester, N. Y., where a fire occurred recently has written a letter to Chief Malcolm, praising the fire department for its efficient work at the fire.

Mr. Little also sent a check for \$50 to the chief, which will be turned into the firemen's pension fund.

COMMISSIONER of Public Safety Peck has temporarily appointed as his stenographer and typewriter Miss Blanche Welsh of the First Ward, who succeeds Miss Blanche Blum, recently resigned, owing to her approaching wedding. Miss Welsh was formerly in the employ of C. T. Snavlin, and is well qualified for the position she now holds.

MISS MARGARET T. BARRETT of Albany, N. Y., has been appointed stenographer at the State Hospital for the Care of Crippled and Deformed Children at Tarrytown, N. Y.

Women's Department.

(Continued from folio 6.)

been very successful and should prosper in her new venture.

The Japanese are truly making rapid strides in their march towards Western culture. The latest innovation is the formation of a commercial school for the training of female clerks; and one of the largest railway companies in Nippon has intimated that after a certain date, ladies only will be employed in the clerical department.

Miss Grace E. Clark, of Oneida, N. H., is employed stenographically in Brooklyn.

Miss Amanda M. Bressler, of Lebanon, Pa., has been elected principal of the Shorthand Department of the Lancaster Business College. For more than six years she has been successfully engaged in this particular work; having had a fine commercial education, she is well qualified to fill the new position.

The stenographer of the Supreme Court Chambers of Catskill, N. Y., is Miss Georgianna Jackson, who we hear fills the position very ably.

"A Cleveland woman advertising for a place as stenographer sets forth among her qualifications that she is 42 years old and homely; can it be possible that she really wants work?" This is quoted from a New York paper, and gives one unfeeling editor's impression of the applicant whose frankness we were led some time ago to comment upon in these columns.

Miss Florence Trickey of Bangor, Me., has the reputation of being a capable, painstaking stenographer.

The New York State Court of claims late yesterday, Nov. 23, 1900, heard the case of Anna Smith, a stenographer residing in this city, Albany, N. Y., who sues the State of New York to recover \$1,000 damages for personal injuries sustained by falling down the steps at the southern approach of the capitol (at Albany, N. Y.) on May 24, 1899. The plaintiff in her complaint alleges that as a result of her fall she received great bodily injury, was disabled for the space of many weeks and is permanently injured.

It is the season to make new resolutions and to wish many happy returns of the New Year; our hopes are high for you.

IDA E. TURNER.

THE STENOGRAPHER.



The Physician's Secretary.

LET us spend an average working day with the young woman who fills the position of secretary to a physician; and we will select for the employer by no means a rare type,—*i. e.*, one who is a specialist in his profession and who contributes to the literature of the same.

Her desk is usually in a conspicuous location in the outside waiting room where she can note anything worth while among the patients, answer their questions and in many ways relieve the doctor of the thousand and one details which are so trying to a busy, talented man. While recording the names of those who call,—for she is supposed to know who the regular patients are and to learn the names and addresses of the newcomers,—she is taking advantage of every opportunity to post the outside calls of the previous day in the ledger,—the doctor having handed her his book at the close of the day. Not the least of her duties is the tactful disposal of the cranks and other bores who look upon a physician as their natural prey.

Should, during office hours (as often happens) the doctor have to catch a train, to attend a consultation, or perform an operation at a given time, interfering with his office hours, the secretary, who in these matters, acts as his diary, apprises him of the appointment,—and explains his departure to the waiting patients,—who, though disappointed, readily forgive him,—this is one of the advantages of being more or less famous!

Returning to the description of a usual day,—as soon as office hours are over, the

secretary hands the doctor his call book, and acquaints him with anything worthy of mention which has transpired in the outer office during the morning. His mail he will have opened, and in the period between the closing of the office and luncheon he dictates the replies.

During the early hours of the afternoon, when he is making calls, she typewrites the shorthand notes and does further general work. Upon his return, should there not be afternoon office hours for patients, he and she take up any particular work, literary or otherwise, on which he may be engaged.

Another branch of her work is looking up and marking in books the history and references to cases about which the doctor may desire to have special information; she places all of this in convenient form for him, and by such work gradually comes to know some of the details of cases, herself!

Frequently, it falls to the lot of a physician's secretary to take dictation in the evening; but this is by special arrangement.

She also sends out the doctor's bills, receipts them when payment is made, and in his absence cares for his interests in every way that thought and experience may prompt.

This, in the main, is the routine of a physician's secretary or assistant. The work is important, but pleasant and interesting; and a tactful, capable stenographer will find this avenue of employment satisfactory from many points of view,—including the very important one,—the financial.

Next month we hope to consider the Literary Man's Secretary.

Giving Only What One is Paid to Give.

THE following recently appeared in a woman's magazine: "There are thousands of good men, but masculine human nature is weak, and when things have gone wrong at home, there is an immense satisfaction to the average man in getting a sweet sympathy, which he probably does not deserve, from a pretty, charming typewriter who believes in him. But you are hired to work, not to cater to the emotions of your employer; and when you are doing your work faithfully, you are doing all that you are paid for."

This led the genial though sarcastic editor of the "Philistine" to say: "The business girl is not paid to cater to the emotions of her employer. As a business proposition, she should extend no sympathy that is not paid for; what could be plainer? Our esteemed contemporary is a business man through and through, and never forgets it."

We are glad that some one has taken up some of the advice given to business women and shown just how odd much of it appears when the strong light of common sense is cast upon it.

Northern Pacific (R. R. Co.) to Discharge Women Stenographers.

(By Special Wire to The Albany Journal.)

St. Paul Minn., Nov. 24.—It is possible that the Northern Pacific within the next few weeks will notify all its women stenographers that after March 1, their services will not be needed. The reason for such action is that the young women fill places, which, if held by young men, would put the latter directly in the line of promotion. Young women, undoubtedly make more satisfactory stenographers than young men, but the latter are preferred for the reason that the general knowledge they acquire in taking dictation from superiors soon qualifies them for higher positions, provided they have the ability and education to hold them. Excepting such positions as stenographers and minor clerks, women have no positions in railroad offices and probably never will. The change would not displace as many young ladies as would be supposed. There are not more

than 17 or 18 employed as stenographers in the general office in St. Paul and the total on the system does not exceed 25 or 30.—*Kindness of S. S. Rodgers, Esq., Albany, N. Y.*

Notes From the Field.

WE are pleased to note the appointment by the State Civil Service Board of Miss Jessie E. Holmes, in the Public Works Department, Albany, N. Y.

Miss Linda W. Chapman, of Marblehead, Mass., is stenographer and book-keeper, at Stearn's Boat Yard, filling the position very creditably.

The women of four States,—Colorado, Utah, Wyoming and Idaho,—assisted in the election of President this year; as the *New York Herald* said, "They are strong minded in its large sense: they are well posted in politics, and will not vote as their husbands do, unless their husbands vote as they do."

The stenographer of the Superior Court, at Taunton, Mass., is Miss M. Hill.

Miss Florence Nelson, Waterbury, Conn., fills the position of stenographer with the Oakville Co. of that place.

Miss Alice Babin of Bridgeport, Conn., has obtained a position, as stenographer, in Waterbury, and we wish her much success.

The Long Island State Hospital is fortunate in possessing the stenographic services of Miss Amy B. Babcock of Chatham, N. Y.

It is gratifying to learn that the British Association for the Advancement of Science has decided to admit women to membership. The only wonder is that such an august body has put off this simple act of justice so long!

Miss Ida M. Cook is stenographer in the office of Mr. A. J. Bennett, Longlet Building, Woonsocket, R. I.

We congratulate Miss Hattie M. Hook upon her appointment as stenographer of the Manhattan State Hospital,—Rome, N. Y.

Mrs. Julia Rush, of Utica, N. Y., has secured a position with the American Shaft Coupling Co., while Miss Ella Godfrey has been equally fortunate with the American Wringer Co.

Miss M. F. Peaslee, Dover, N. H., formerly shorthand teacher at the Dover Business College, opened a shorthand school of her own recently. In the past she has

(Continued on folio 4.)

Department of Practical Grammar.

By PROF. JAMES F. WILLIS, 1427 Euclid Ave., Phila., Pa.

Author of "Punctuation and Capital Letters."

ADJECTIVES.

Adjectives are words that modify nouns and pronouns. DEFINITIVE adjectives point out number, or denote quantity; DESCRIPTIVE adjectives denote quality. Descriptive adjectives may either assume or affirm the quality: when they *ASSUME* they are closely attached to their nouns; when they *AFFIRM* the quality, they are in the predicate. The natural position for adjectives that assume is *BEFORE* the nouns they modify, and *AFTER* the pronouns they modify;

Tall, sweet, graceful maidens were in the dance.
We all strong and healthy could have aided him.

When adjectives that assume the quality are to be emphasized or are modified by a phrase, they are placed directly *after* the noun.

Rosalind, simple and pure, is a lover not ashamed of being so.

The Confederates, proud of their success, encamped on the heights so bravely won.

DIRECTION—In the following exercise, point out the adjectives. Tell whether they are definitive or descriptive: if definitive, whether they point out or number or denote quantity; if descriptive, whether the quality is assumed or affirmed.

Few boys, white horses, eighty years, western prairies, those houses, lions are ferocious, square boxes, white snow, exciting news, two days, weighty evidence, Indians are wild, biting dogs, several stories, upper counties, good God, ambitious politicians, an overcoat, black hat, a crooked stick, yellow gold, powerful nations, sickening sights, a cent, the circular saw, state government, lower streets, the same person, iron pots, gold is heavy, Southern strifes, three streets, pink roses, gold watch, eighty dollars bad workman, black coal, this green field, talking parrots, more horses, cubical figures, small streets, men are strong, some money, crawling snakes, red man, one road,

green grass, northern lakes, light vessels large houses, round towers, brick stable, morning papers, proud people, snow is light, that peach.*

Here follow six cautions to be observed in using adjectives.

I. *AN* and *A* mean *ONE*: Before a vowel sound, use *AN*: before a consonant sound, use *A*.

Why are *AN* and *A* incorrectly used in the sentences that follow?

They delayed a hour.

Shylock was an usurer.

I have still an use for it.

It is a honor to be selected.

He is a heir to a large estate.

The tradesmen have formed an union.

She laved her dainty hands in an ewer.

All wild was she to found an university.

Thou thoughtest I was such an one as thou.

II. *AN* and *A* *LIMIT* nouns; *THE* distinguishes nouns: *AN* and *A* limit a noun to one thing of a class—to *ANY* one; *THE* distinguishes (1) one thing or several things from others; (2) one class of things from other classes. When the noun is neither to be *LIMITED* nor to be *DISTINGUISHED*, use neither *A* nor *AN*, nor *THE*.

Correct use—A hat and an overcoat were lost.

The engineer at the factory is related to the engineer in our building.

The horse is more sagacious than the reindeer.

VIOLATIONS.—He is styled *A* marquis, *THE* fish are not amphibious.

Should a boy be called *A* master?

Cleon was another sort of *A* man.

I looked for some such *AN* answer.

What sort of *AN* animal is an oyster?

*Some of the adjectives above denote a quality characteristic of the accompanying noun; pick them out; some are nouns used as qualifying adjectives; pick these out also.

Geometry is a branch of *THE* mathematics.

Our chief-magistrate is called *THE* president.

Cromwell received the title of *A* protector.

THE love of animals is a passion with some men.

III. When connected adjectives modify *DIFFERENT* nouns expressed or understood,—use *A*, *AN*, or *THE* before *EACH* adjective.

CORRECT USE—Does Peru border on *THE* Atlantic or *THE* Pacific ocean?

He can ride both *A* gentle and *A* balky horse.

Don't use *A*, *AN*, or *THE* before (1) connected adjectives modifying the *SAME* noun, unless (2) the qualities are to be made *PROMINENT*.

CORRECT USE.—(1) The path of duty is *a* (plain and straight) one.

I rejoice that there is *AN* (other and better) world.

(2) Gen. Thomas's fame as *A* patriotic and *A* soldierly man is beyond question.

Mr. Millet shows in this picture *THE* natural and *THE* trained observer.

Some thought this *A* curious and *AN* ominous fact.

IV. Repeat *A*, *AN*, or *THE* before *CONNECTED* nouns that are to be distinguished.

CORRECT USE—Truth is *THE* foundation of all knowledge, and *THE* cement of all society.

Men know *THE* effects of many things, but *THE* causes of few.

V. Use *A FEW* and *A LITTLE* in opposition to *NONE*, or *NO*; use *FEW* in opposition to *MANY*; *LITTLE*, in opposition to *MUCH*.

CORRECT USE—John has *A FEW* dollars; I have *NONE*.

John has *A LITTLE*; I have *NO* money.

John has *MANY* friends; you have *FEW*.

They have *MUCH* time; we have *LITTLE*.

VI. In using adjectives:—

1. Have them *APT*;

2. Avoid *needless* adjectives, and those *repeating* or *exaggerating* the idea:

3. Be *exact* in *PLACING* them:*

a. When they are in a series and of different rank, place *NEAREST* the noun the one most closely modifying it;

b. When of the same rank, place them where they shall sound *BEST*,—which is generally in the order of their length, the *SHORTEST* being first.

5. How do the following words in italics violate the sixth caution?

Glass is *frail*.

Elephants are *unagile*.

Buy a *black* pot of paint.

Adams was *short, rotund, bald*.

He is an *ingenuous* mechanic.

His remarks were very *inept*.

He has a *young* kennel of dogs.

Taxes became heavy and *onerous*.

I have found the *least* specimens.

James is both puerile and *childish*.

All our rooms have an *equitable* heat.

He has a *French* wooden box of penholders.

The company was pleasing and *agreeable*.

God delights in *earnest, true* thinkers.

They passed a very *credible* examination.

The men in the fort are *sure* from attack.

Life is a pastime in *happy, giddy, gay* Paris.

A *rickety* old man was found in the streets.

I saw an *old fine* set of china at the sale.

They have aided a *starved* army of laborers.

The pigs were fed a *green* barrel of apples.

They have already drunk a *red old* keg of wine.

After eating all he required, he said he had *enough*.

Wisdom is required in *civil, religious, moral* conduct.

Steep, *precipitous* mountain sides must be climbed.

This *transient*, petty, secret attack put the colonies to great expense.

*Several descriptive adjectives may modify a noun, but some of them more closely than others. Here appended are several sentences illustrative of this; those of the *SAME* rank are separated by the comma, to show that a connecting word is omitted. All *descriptive* adjectives are enclosed within parenthesis.

Buy a (large, thick, heavy woolen) overcoat.

(Agile, timid, little young black) monkeys were trapped.

Seven (clean, heavy, young white Arabian) horses were sold.

Annapolis had a (small, pretty, well-built new stone) church.

There are several (rough, crooked, hilly old) roads near by.

(Tall, strong, graceful, intelligent young German) students attend.

His wife is a (ripe, buxom, captivating little young American) woman.

There was a (small square wooden) meeting-house on some rising ground.

He was a (neat, polished, generous, free-hearted, open-handed young Southern) gentleman.

The (long, arrowy) Shenandoah rushes to join the (broad, deep, yellow, sluggish) Potomac.

A (complete virtuous, religious, industrious) education is the best inheritance.

He was son of that (narrow, upright, sturdy, bigoted old English) Puritan, Thomas Dudley.

Ugly and *ill-tempered* persons were refused admittance.

Empty, *light* minds are ever running after superficial, *trashy* literature.

These ever-present, *ghastly*, invidious dangers demanded obstinate courage.

CRITICISE THE FOLLOWING SENTENCES RELATIVE TO THE CAUTIONS GIVEN FOR THE USE OF ADJECTIVES 12 ARE CORRECT.

A oyster is an bivalve. He is a youthful boy. Here is a wide, broad box. An Unitarian has been chosen. The fourth and fifth verse. The sheep are gentle animals. Read the long and short story. Fidelity is a great virtue. The fourth and the fifth verses. How the old and new method differ. John shot a large and small bird. He is a studious and a diligent boy. They speak horrible English. Did you buy a stub box of pens? It was a gorgeous picture. Mr. Edison has been titled a count. Durant was commonly called Quaker. He had less horses than I thought. Here is a wooden box of penholders. The boys and girls are cousins. We crossed a wide and rough river. John is a lazy and a bad boy. Do you want the green or black cloth? William has less apples than Mary. He has fewer letters to superscribe. He threw a piece of hard iron. Buy a large thick black heavy overcoat. Churlish dirty cold five the small rooms. The Indians and French were slain. Can you distinguish a goat from sheep? He fully merited the name of a traitor. The horse is more intelligent than cow. This is a passenger and a freight boat. The book is read by the old and the young. Many were there, but we saw only a few. The drover bought many oxen, but sold few. The boy studied much, but learned a little. The teaching penmanship is tedious. A great and a good man looks beyond time. The sixth and tenth have a hour's recess. A noisy and an boisterous man was removed. The large and small men can be employed. To-morrow will be a cold and damp day. Flattery corrupts the receiver and giver. The two men and three women were exiled. Neither the rules nor the examples are correct. The lion attacked the monkeys and baboons. Blue french all this good rich silk was sold. She makes exquisite coffee and nice biscuits. This is unripe fruit, but you may eat little. The child eats much,

but gains little flesh. We bought all the stone and the brick houses. A proverb is the wit of one and wisdom of many. He needed a little assistance, but he received much. I thought I could have no pleasure, but I had little. The men and boys have taken different directions. It is near the first or second bend in the river. The colonists laid out a long and a broad street. They expected much danger where there was a little. He was influenced by a just and generous principle. A bright or good-natured boy will usually succeed. He had great hopes, but got little encouragement. Self-love exaggerates faults as well as virtues. A corporal and private caught a spy and deserter. Industry has the fairest fruits and richest rewards. The Alleghany and the Monongehela rivers form the Ohio. This transition was a difficult and arduous undertaking. Heavy young white seven clean arabian horses were sold. There was a case of wine for that supper, but a little was drunk. Old rough those hilly crooked several roads are being repaired. We take credit for the good and attribute bad to misfortune. Two lazy these rough black laughing african negroes were whipped. The composition of the letter is splendid, but the penmanship is awful. Brave few intelligent a restless energetic people were seen. They were assailed with a flippant and a somewhat ignoble ridicule. Large expensive many beautiful these precious jewels will ornament the crown. Charles Lee spoiled the plan at Monmouth by making a shameful and a disorderly retreat.

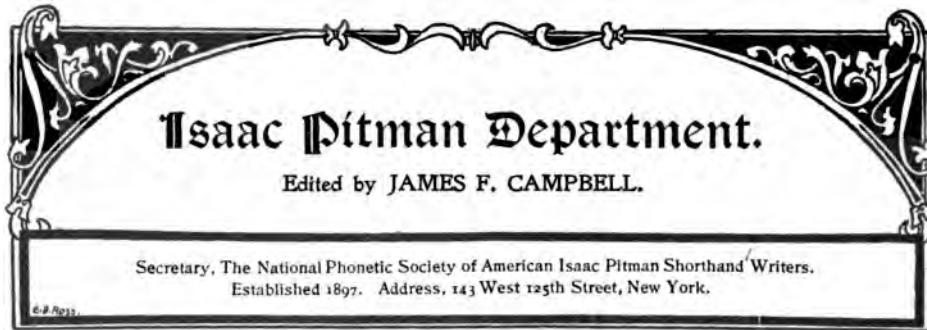


A truly rural lover, with a truly rural cot,
 Wooed a truly rural maiden all the May;
 Said the truly rural lover, "Truly rural is our lot--
 Let us marry in a truly rural way!"
 So a truly rural wedding and a truly rural feast
 Made two true truly rurals truly one;
 For naught not truly rural truly cared they in the least--
 Oh, two truer truly rurals there are none!

Emma C. Dowd, in Life.

J. FRANK O'MARRAH, formerly of Ogdensburg, N. Y., has been appointed confidential clerk and stenographer to State Architect G. L. Heins. Mr. O'Marah has been in the State service for the past few years and the news of his advancement will be a source of pleasure to his numerous friends in this city.

CHESTER C. WOLFE, at the Bettendorff shops, goes with the Cash Register at Dayton, Ohio, as stenographer.



THE "Penman's Art Journal" in speaking of "Pitman's 20th Century Dictation Book and Legal Forms" says: "This is a most excellent volume compiled by a practical teacher and business man. *Part I*, consists of business letters. From "Advertising" to "Wool," letters that have passed through the mails are given on more than fifty different leading lines of business. *Part II*, is made up of legal forms, admirably selected, to which is added a series of miscellaneous articles on various topics that are of much value. A most helpful feature of the book is a series of "talks" on practical subjects. The business world is demanding from year to year that the amanuensis be better qualified, that he have broader education and that all the *teaching* be done in school. These practical "talks" embody much that the amanuensis must thoroughly understand, that he may be relieved of many a reverse after he begins his active stenographic career. We do not know of a single item in the book we would omit; nor do we know of anything that is needed to make it complete. The book is in ordinary type, and can be used by students and teachers of all systems. Every business and penmanship teacher should be interested in the volume, for there is much that can be made of use in the correspondence class."

MR. MAX MAGNUS, Prin. N. E. Phonographic Institute, Providence, R. I., writes as follows: "I have much pleasure in informing you that I have this day graduated Miss Jessie Ferns at a speed of over one hundred and forty words a minute after four months tuition. The average time that Miss Ferns studied has been three hours a day, for five days a week. She took the test at the rooms of the Remington Typewriter Co. of this city, and transcribed their notes without an error."

NOT long since Mr. Bryan, was on his way to New York in his private car, had finished exchanging greetings with a crowd assembled to watch the train go by, and had settled down for a conference with the friends who accompanied him, when a reporter introduced himself with a carefully concocted paper of questions, and informed the candidate that he should be pleased to take down his answers in shorthand and publish them in full! Mr. Bryan firmly—but

politely—declined to be "heckled," and observed that he preferred to state his views on public questions on the platform. The incident says "Pitman's Phonetic Journal" is interesting as showing that American reporters are at last recognizing the value of shorthand in interviewing. To some extent the questioning of candidates in this fashion is a novelty, and we imagine that candidates generally would be likely to assume Mr. Bryan's attitude towards the too enterprising reporter.

Key to Graded Exercises.

CHAPTER 15.—W AND Y DIPHTHONGS.

I

1.—Wish, year, Railway, Asia, India, associate, folio, ratio, various, password, patriot.

2.—Week, woman, Wilson, water, iron, item, ivory, almost, tissue, brow, endow, dispute.

2

EMPLOYER'S REFERENCE ASSOCIATION, Boston, Mass.

SIRS:—As it is near our yearly vacation season, when we frequently require help, I wish you would send us the names of a few young women typists. I am willing to pay weekly salaries of from twelve to twenty dollars or by the folio for their work if they prefer.

Yours truly,

CHAPTER 16.—VOCALIZATION OF PR AND PL HOOKS.

I

1.—Term, charm, person, Charles, permission, telegraph, dark, chair, barley, nearly.

2.—Courteous, colonel, former, north, journey, colony, coldness, portray, church, torment.

2

CHARLES GARDNER, Garden City, California.

DEAR SIR:—Permit me to request that you send us by parcel delivery samples of cretonne for curtains and parlor furniture covers. We have been furnished with a variety of samples by other persons but thought perhaps it would be better to see what you have to offer before purchasing.

Very truly yours.

THE STENOGRAPHER.

ISAAC PITMAN SHORTHAND.

Graded Exercises and Correspondence on "Isaac Pitman's Complete Phonographic Instructor."

CHAPTER 15.—W AND Y DIPHTHONGS.

1

1. u w y u w y u w y u w y u w y
2. u w y u w y u w y u w y u w y

2

u w y u w y u w y u w y u w y u w y
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CHAPTER 16.—PR AND PL VOCALIZATION.

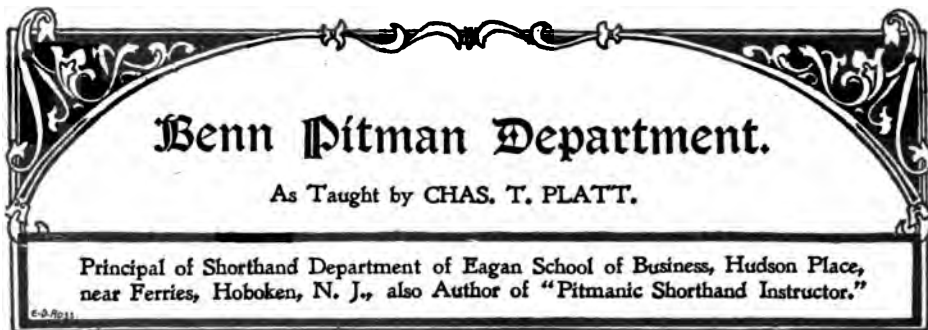
1

1. p r p r p r p r p r p r p r p r
2. p r p r p r p r p r p r p r p r

2

p r p r p r p r p r p r p r p r
p r p r p r p r p r p r p r p r
p r p r p r p r p r p r p r p r
p r p r p r p r p r p r p r p r

Schools and others, desiring the services of experienced shorthand teachers, will please apply to Teachers' Bureau Department, Isaac Pitman & Sons, 33 Union Square, New York.



How Lost Cars Are Traced.

From Chicago Record's "Shop Talks."

(Continued from December number.)

—of cars occasionally become so blurred and indistinct that the road on whose line they are, find themselves unable to tell who their owners are.

On a Michigan road a short time ago a car had been lost track of completely, and the most diligent search failed to reveal its whereabouts. A farmer finally volunteered the information to the lost-car agent that the car he was looking for was about "seven miles from the track back in the woods." The agent, on investigating the matter, found this to be the case.

The previous winter a temporary track seven miles long had been laid back in the woods from the main line to a lumber camp. Some of the contractors at the camp, being in need of a comfortable kitchen, had appropriated a car for the purpose, removing the body from the trucks, which were then shoved in a ditch and covered with brush.

In the spring, when the temporary track was taken up, this car was overlooked, with the result that it was left stranded in the woods seven miles from the place it should have been.

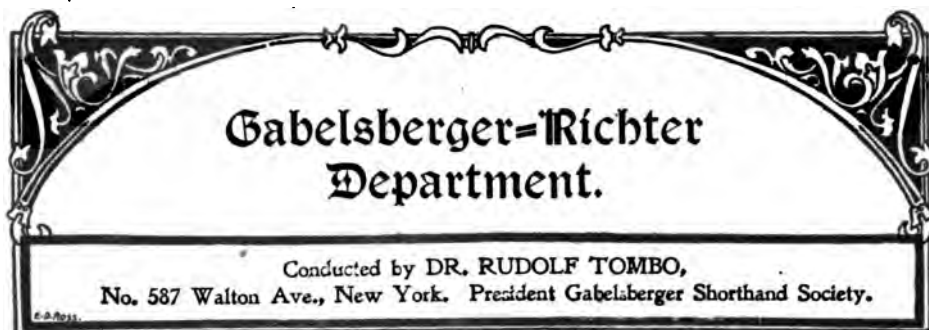
Richard Grant White's Definition of "Education."

EDUCATION is not the getting of knowledge, but discipline, development; and it is not for the knowledge we obtain at school and college that we pass our early years in study. The mere acquaintance with facts that we then pain-

fully acquire, we could, in our maturer years, obtain in a tenth part of the time that we give to our education. Nor is it necessary in modern days that any one should go for knowledge to Greek and Latin authors. All the lore and the thought of the past is easily attainable in a living tongue. And, finally, to the demand why, if boys must study language as a means of education, can they not study French or German languages which are now spoken, and which will be of some practical (money-getting) use to them, the answer is, that the value of the classical tongues as means of education is in the very fact that they are dead, and that their structure is so remote from that of ours that to dismember their sentences and reconstruct them according to our own fashion of speaking is such an exercise of perception, judgment and memory, such a training in thought and in the use of language, as can be found in no other study or intellectual exertion to which immature and untrained persons of ordinary powers are competent. To us of English race and speech this discipline is more severe, and therefore more valuable, than to any people of the Continent, because of the greater distance, in this respect, between our own language than between any one of theirs and the Greek and Latin, and the wider difference between the English and the Greek or the Latin cast of thought. * * * In brief, because the Greek and Latin languages have grammar—formal grammar—and the English language, to all intents and purposes, has none.—From "Words and Their Uses."

BENN PITMAN SHORTHAND AS TAUGHT BY CHAS. T. PLATT.

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100. 101. 102. 103. 104. 105. 106. 107. 108. 109. 110. 111. 112. 113. 114. 115. 116. 117. 118. 119. 120. 121. 122. 123. 124. 125. 126. 127. 128. 129. 130. 131. 132. 133. 134. 135. 136. 137. 138. 139. 140. 141. 142. 143. 144. 145. 146. 147. 148. 149. 150. 151. 152. 153. 154. 155. 156. 157. 158. 159. 160. 161. 162. 163. 164. 165. 166. 167. 168. 169. 170. 171. 172. 173. 174. 175. 176. 177. 178. 179. 180. 181. 182. 183. 184. 185. 186. 187. 188. 189. 190. 191. 192. 193. 194. 195. 196. 197. 198. 199. 200. 201. 202. 203. 204. 205. 206. 207. 208. 209. 210. 211. 212. 213. 214. 215. 216. 217. 218. 219. 220. 221. 222. 223. 224. 225. 226. 227. 228. 229. 230. 231. 232. 233. 234. 235. 236. 237. 238. 239. 240. 241. 242. 243. 244. 245. 246. 247. 248. 249. 250. 251. 252. 253. 254. 255. 256. 257. 258. 259. 260. 261. 262. 263. 264. 265. 266. 267. 268. 269. 270. 271. 272. 273. 274. 275. 276. 277. 278. 279. 280. 281. 282. 283. 284. 285. 286. 287. 288. 289. 290. 291. 292. 293. 294. 295. 296. 297. 298. 299. 300. 301. 302. 303. 304. 305. 306. 307. 308. 309. 310. 311. 312. 313. 314. 315. 316. 317. 318. 319. 320. 321. 322. 323. 324. 325. 326. 327. 328. 329. 330. 331. 332. 333. 334. 335. 336. 337. 338. 339. 340. 341. 342. 343. 344. 345. 346. 347. 348. 349. 350. 351. 352. 353. 354. 355. 356. 357. 358. 359. 360. 361. 362. 363. 364. 365. 366. 367. 368. 369. 370. 371. 372. 373. 374. 375. 376. 377. 378. 379. 380. 381. 382. 383. 384. 385. 386. 387. 388. 389. 390. 391. 392. 393. 394. 395. 396. 397. 398. 399. 400. 401. 402. 403. 404. 405. 406. 407. 408. 409. 410. 411. 412. 413. 414. 415. 416. 417. 418. 419. 420. 421. 422. 423. 424. 425. 426. 427. 428. 429. 430. 431. 432. 433. 434. 435. 436. 437. 438. 439. 440. 441. 442. 443. 444. 445. 446. 447. 448. 449. 450. 451. 452. 453. 454. 455. 456. 457. 458. 459. 460. 461. 462. 463. 464. 465. 466. 467. 468. 469. 470. 471. 472. 473. 474. 475. 476. 477. 478. 479. 480. 481. 482. 483. 484. 485. 486. 487. 488. 489. 490. 491. 492. 493. 494. 495. 496. 497. 498. 499. 500. 501. 502. 503. 504. 505. 506. 507. 508. 509. 510. 511. 512. 513. 514. 515. 516. 517. 518. 519. 520. 521. 522. 523. 524. 525. 526. 527. 528. 529. 530. 531. 532. 533. 534. 535. 536. 537. 538. 539. 540. 541. 542. 543. 544. 545. 546. 547. 548. 549. 550. 551. 552. 553. 554. 555. 556. 557. 558. 559. 560. 561. 562. 563. 564. 565. 566. 567. 568. 569. 570. 571. 572. 573. 574. 575. 576. 577. 578. 579. 580. 581. 582. 583. 584. 585. 586. 587. 588. 589. 590. 591. 592. 593. 594. 595. 596. 597. 598. 599. 600. 601. 602. 603. 604. 605. 606. 607. 608. 609. 610. 611. 612. 613. 614. 615. 616. 617. 618. 619. 620. 621. 622. 623. 624. 625. 626. 627. 628. 629. 630. 631. 632. 633. 634. 635. 636. 637. 638. 639. 640. 641. 642. 643. 644. 645. 646. 647. 648. 649. 650. 651. 652. 653. 654. 655. 656. 657. 658. 659. 660. 661. 662. 663. 664. 665. 666. 667. 668. 669. 670. 671. 672. 673. 674. 675. 676. 677. 678. 679. 680. 681. 682. 683. 684. 685. 686. 687. 688. 689. 690. 691. 692. 693. 694. 695. 696. 697. 698. 699. 700. 701. 702. 703. 704. 705. 706. 707. 708. 709. 710. 711. 712. 713. 714. 715. 716. 717. 718. 719. 720. 721. 722. 723. 724. 725. 726. 727. 728. 729. 730. 731. 732. 733. 734. 735. 736. 737. 738. 739. 740. 741. 742. 743. 744. 745. 746. 747. 748. 749. 750. 751. 752. 753. 754. 755. 756. 757. 758. 759. 760. 761. 762. 763. 764. 765. 766. 767. 768. 769. 770. 771. 772. 773. 774. 775. 776. 777. 778. 779. 780. 781. 782. 783. 784. 785. 786. 787. 788. 789. 790. 791. 792. 793. 794. 795. 796. 797. 798. 799. 800. 801. 802. 803. 804. 805. 806. 807. 808. 809. 810. 811. 812. 813. 814. 815. 816. 817. 818. 819. 820. 821. 822. 823. 824. 825. 826. 827. 828. 829. 830. 831. 832. 833. 834. 835. 836. 837. 838. 839. 840.



Corresponding Style.

DEAR SIR: We try in our price list to give you information every week on which can be formed a clear understanding of the conditions of the market on the various goods in our line, which enables you to do your marketing without the expense of coming to town. Such trips are not only an expense but a loss of time, which to an active and busy man is money. Out of three or four hundred worthy people four or five have permitted our price list to be returned, fearing that they might be obliged to pay for subscription; remember, you who receive this list are entitled to a copy of it so long as you show your appreciation of it.

Very respectfully,

Reporting Style.

THE RESPONSIBILITY OF THE EDUCATED.

The columns of *The New York Times Saturday Review* are not devoted to the discussion of ordinary political questions, and certainly not those of a partisan nature. But among our readers are many thousands of men and women of education. To those of them who live in the City of New York we think that it cannot be amiss to point out that they have in many respects, and especially at the present time, a responsibility quite different from that of the mass of people who are uninstructed or but indifferently instructed.

This responsibility comes chiefly from the fact that an educated person must necessarily understand more clearly than others the conditions of decent, orderly, and upright administration of the affairs of a large community. He must know that these conditions are very different from those that present themselves in a small town. In the latter the causes and the remedies for defects and faults are readily seen by all. The machinery of administration is compact, its operations and its agencies are familiar, and if it goes very wrong every man who cares about it can recognize almost at once who are accountable and can know how they can be reached. In a great city this cannot easily be done. The machinery is both extensive and complex. A thorough understanding of it is possible only to a few, and an understanding sufficient even for an intelligent guidance in ordinary political action is hardly possible for

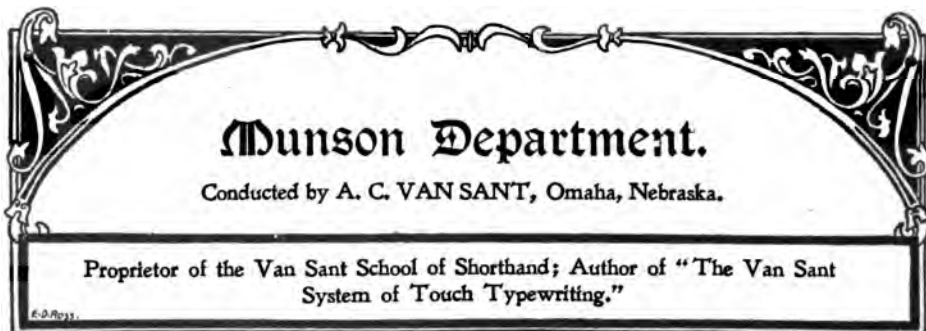
the majority. For the education, if their education is worth anything, it is always practicable, and if they take the trouble to reach such an understanding and to act upon it honestly and unselfishly, their influence will be useful. Hence their responsibility.

Again, the educated have the immense advantage, or can have it, of knowledge of the history of organized communities and of the experience of other times and other peoples in dealing with evils or with difficulties such as we must deal with. They are not left to the blind groping after short cuts to good government to which ignorant men are prone. They know that nothing of real value has ever been accomplished in human societies without time and patience and systematic effort and the subordination of immediate interests and personal prejudices to the common advantage. They know that the experience of the past has been a continuous and progressive course of instruction, and that it has determined certain generalizations which cannot be disregarded with safety or with honor. Hence again their responsibility. They are not free either to commit the errors of the ignorant or to assume indifference to the consequences of such errors. They are, in the forcible language of the old jurisprudence, "charged with knowledge" of what experience has shown can or cannot be done, and they cannot turn aside from the plain path of their duty and in the tribunal of their own conscience plead the poor excuse of ignorance.

We wish to call the attention of our readers to these facts very earnestly. We beg them to remember and steadily to bear in mind that in the trials of the next year in this great city they have a distinct part to bear. They can do much to raise the level of life here; they can aid powerfully to make better the conditions of existence for multitudes who, of themselves, are practically helpless. They can help to make cleaner, more wholesome, more hopeful and helpful the surroundings of thousands of the homes of those who cannot readily defend them. It will not at best be an easy task, and it will require precisely the service that the educated can, if they will, render. It will be a sad and shameful thing if that service is not rendered. *The New York Times*, December 1, 1900.

NOTE.—The pamphlet, "The New Era of Phonography," as well as the circular, "A Practical Lesson in Graphic Shorthand" explain the general principles of Gabelsberger system. I shall be pleased to furnish these publications free of charge to any reader of THE STENOGRAPHER who wishes to form an idea of the system.—*Dr. R. Tombo.*

For the text-book (price \$1.00) and exercise books (price 15c. each) apply to the International News Company, 83 Duane St., N. Y.



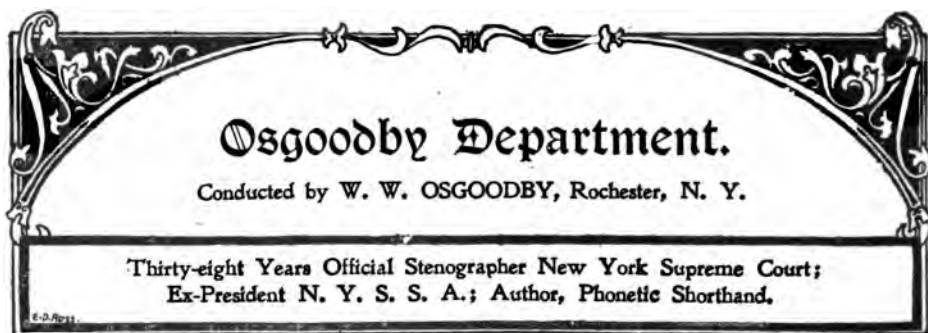
Children as Trespassers.

THE facts disclosed by the testimony are as follows: The defendant company owned a lumber yard, which was used for the purpose of storing bridge material and other like lumber. It was fenced, except upon one side, along the company's railroad tracks. The plaintiff, at the time of the accident, was about eight years old, and lived, with her mother, just across an alley from the yard. Not being fenced along the track, the yard was easily accessible. It was shown that the plaintiff and other children were accustomed to resort there for the purpose of playing, but it was also shown that they were uniformly ordered out by the servants of the company. The parents of some of them were also warned to keep them away. It appeared, however, that, notwithstanding the persistent efforts of the servants of the company, the children would return. Just before the accident happened, the plaintiff was sent home by the watchman, and went out; but as soon as he was called away by other duties she returned. In attempting to climb upon the pile of bridge ties one of them fell down, and crushed her toes. There was evidence tending to show that the ties were insecurely stacked.

Ordinarily, the owner of property is not bound to keep it in such condition as to protect trespassers upon it from danger. Liability may be incurred by making an excavation upon one's own land sufficiently near a street or highway that another may, in the exercise of reasonable care, fall into it, or by exposing dangerous machinery or appliances in or near some public place, whereby one without fault on his part may be injured. Especially in the latter case may liability be incurred when children are the victims. Until they have learned some discretion, they cannot be held guilty of contributory negligence. With reference to children, there is still another class of cases which go a step further, and hold that the

owner of land may not place upon it dangerous machinery, which is alluring to children, without securing it, so as to protect them against injury while tampering with it. To this class belong what have become commonly known in legal parlance as "The Turntable Cases." But when it is said that it is enough that the object or place is attractive or alluring to children, and when it is said, as has been intimated, that the fact that they resort to a particular locality is evidence of its attractiveness, the question suggests itself, what object or place is not attractive to very young persons who are left free to pursue their innate propensity to wander in quest of amusement? What object at all unusual is exempt from infantile curiosity? What place, conveniently accessible for their congregation, is free from the restless feet of adventurous truants? Here the language of an eminent judge in disposing of a similar case is appropriate: "There are streams and pools of water where children may be drowned; there are inequalities of surface where they may be injured. To compel the owners of such property either to enclose it, or fill up their ponds and level the surface so that trespassers may not be injured, would be an oppressive rule. The law does not require us to enforce any such principle, even where the trespassers are children. We all know that boys of eight years of age indulge in athletic sports. They fish, shoot, swim, and climb trees. All of these amusements are attended with danger, and accidents frequently occur. It is a part of a boy's nature to trespass, especially where there is tempting fruit; yet I never heard that it was the duty of the owner of a fruit tree to cut it down because a boy trespasser may possibly fall from its branches. Yet the principle contended for the plaintiff would bring us to this absurdity if carried to its logical conclusion. Moreover, it would charge the duty of the protection of children upon every member of the community except their parents."

Applying the principles announced to the facts of this case, we are of opinion that the plaintiff was not entitled to recover.—*Extract from opinion in Railroad Co. v. Edwards*, 36 S. W. 430.



Contractions and Word-forms.

1. DEAR SIR :—We shall not be able to complete the purchase of the Hoadley property at present. The messenger we sent was notified by some one in the neighborhood that the estate was heavily mortgaged, and upon further inquiry it was learned that the chattel mortgage was overdue; and inasmuch as the fact was afterwards disclosed that the obligation secured by the real estate bond and mortgage would mature in November, the negotiation in relation to the transfer was discontinued, under the advice of the lawyer who acted as counsel for the administrator, and with his approval.

If circumstances shall at any time warrant a renewal of the negotiation, we will notify you at once.

2. MY DEAR SIR :—Your letter of inquiry as to the political standing of Mr. Perkins can be answered in a few words. He is very changeable. He was formerly a distinguished representative of Democracy; next, a dignified Republican legislator; then an Independent, characterized by the most positive opinions; and he now undertakes to demonstrate the truth of his original convictions as a Democrat, in acknowledgment of a conditional promise of a nomination by the party to a position of importance for which I understand he has long negotiated, in the expectation that everything connected with his former inconsideration will be forgotten or forgiven by intelligent voters.


If the committee desire more particular information, it will be promptly furnished.

3. GENTLEMEN :—I have referred your communication of the 20th inst. to Mr. Bacon. His reply was dictated by him to his stenographer, and he wishes me to repeat it to you. It is in these words :

"The perpendicular portion naturally became particularly important, in an architectural and mechanical sense, for the proper and efficient support and maintenance of the easterly extension of the principal building of the university, notwithstanding its intersection with the north-eastern structure; nevertheless, the inexperience and lack of comprehension of the superintendent, who has undertaken independently to certify to its sufficiency, so characteristic of his want of intelligence, should have led the trustees to anticipate the imperfect workmanship, and the consequent occurrence of an accident of that description, involving the authorities of the institution in the expense and danger of an action for negligence.

If I can be of further assistance to you in the matter, please inform me.

4. DEAR CARRIE :—In my last letter I spoke of our drive on Grand avenue. We found a good deal of wealth represented in the architecture of that portion of the city, equaling anything we have any remembrance of having before discovered in our journey. This was noticable in our first superficial observation of the buildings, but the constant succession of elegant structures was very remarkable. It is difficult to describe the effect upon us of this wonderful exhibition. In fact no description could possibly represent it. It is beyond my ability to relate, or yours to imagine, the many objects of interest which we were given an opportunity to examine, and which we observed on either hand as we continued our course among these countless attractions. It was afterwards our privilege to visit and examine the internal arrangements of some of the dwellings, and we found them quite equal to what we had been led to expect from their external appearance. Although entire strangers, we were received with hearty welcome,—

 Osgoodby's *Phonetic Shorthand Manual*, \$1.25; *Speed-book (without key)*, \$1.00; *Compendium for the vest-pocket*, 50c; *Word-Book*, \$1.50; *The Great Moon Hoax (engraved shorthand)* \$1.25. For sale by *The Stenographer Printing and Publishing Co.*, 410 Drexel Building, Philadelphia, Pa.



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FRANCIS H. HEMPERLEY, President and Editor.
JOHN C. DIXON, Secretary and Treasurer.

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THE STENOGRAPHER is published in the interest of the Shorthand and Typewriting profession of the country; and all men, all systems and all machines will receive equal recognition in its columns.

The columns of THE STENOGRAPHER are always open to correspondents. We shall be glad to publish matters of interest to the profession in all its branches. Communications should be addressed to the Editor, who is not responsible for the opinions of correspondents.

THE STENOGRAPHER is a progressive journal, and the publishers will appreciate suggestions of improvement in any of its departments.

Issued on the first of each month.

Subscription: United States, Canada and Mexico, \$1.00 a year; other places in Postal Union, \$1.25 a year.

Advertising Rates furnished on application.

EDITORIAL.

WE congratulate the readers of THE STENOGRAPHER upon their entrance into the Twentieth Century.

If, like Patrick Henry, we may "judge the future by the past," the next hundred years will bring with them such glorious achievements as have not hitherto, "entered into hearts of man to conceive."

Let us hope that, with all the progress in intellectual and scientific things there may be a corresponding development in the good things of unselfish love and devotion to the common welfare of all. There is a time foretold when "Nation shall not lift up sword against nation, neither shall they learn war any more."

Let us, who use the pen, try by our words and deeds to prove that "the pen is," truly, "mightier than the sword."

We wish each and all of you a New Year of happiness and prosperity, and many years of successful usefulness.

MR. COLIN CAMERON, of Lochiel, Ariz., in a letter to the editor of THE STENOGRAPHER, says: "I am in want of an A No. 1 stenographer. Do you know of one who would like to work in so isolated a place?" If any of our readers desire to look into the matter we should be glad if they will correspond with Mr. Cameron upon the subject.

MR. W. B. BOTTOME, 220 Broadway, New York City, writes us that he has had charge of the reporting of the Booz Court of Inquiry at West Point, N. Y., using two assistants. The testimony from Monday the 17th up to Saturday night the 22d, amount to 900 typewritten pages, with three folios to the page. The Court sat every day from 9.30 to 6. The examination covered about 90 cadets out of 350 summoned.

MR. BATES TORREY'S TouCHart of Practical Typewriting, fourth edition, is one of the finest of the up-to-date manuals illustrated by Mr. Torrey's genius so that the dullest can master the subject and the brightest can become expert in the briefest time. The ability to write upon the typewriter without looking at the key-board is much to be desired, and Mr. Torrey's All-finger method with its illustrations, examples, and thoroughly practical advice is the best for the times. We can furnish copies of this book, handsomely bound in cloth, for \$1.00, postage paid.

THE Manhattan Reporting Company, of which Mr. Patrick J. Sweeney is the proprietor, with headquarters at 150 Nassau Street, New York City (advertised elsewhere in THE STENOGRAPHER), we think is the only institution which really teaches verbatim reporting. Mr. Sweeney is well and favorably known, and we advise all interested in this subject to write him for further information.



THE Smith Premier Typewriter Company have issued a very handsome booklet entitled "Higher Education in Typewriter Operating," copies of which will be sent free to any one requesting the same and mentioning THE STENOGRAPHER. Address the home office at Syracuse, N. Y. This booklet is a work of art, being printed on the finest of paper, illustrated by very handsome cuts and contains much valuable information.

This half-tone is from "Higher Education in Typewriter Operating."

JOSEPH DIXON.

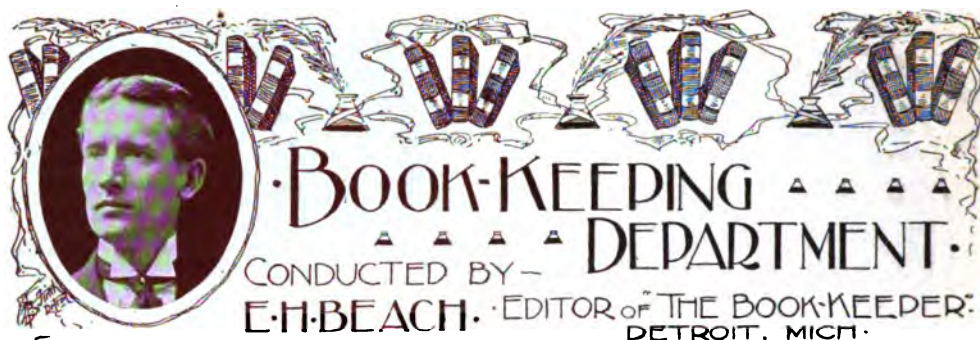
WHOMSOEVER has occasion to write with lead pencil must know of Joseph Dixon. We give our readers a portrait of him herewith.



Whoever has occasion to write shorthand with pencil, should know of the stenographer pencil manufactured by the Joseph Dixon Crucible Company. We give a cut of it also.

DIXON'S GRAPHITE STENOGRAPHER 490

He was a good man in his day, and his good works follow after him. Write to the Joseph Dixon Crucible Company, Jersey City, N. J., for a very instructive booklet which will tell you all about it.



Chapter IV.

EXERCISE 3.

Thus far we have only considered transactions in which the values going into and those coming out of departments of the business were equal. There are however, transactions in which ins or outs are deferred, in whole or in part for a time; as when we buy or sell goods on credit. However, as we have seen, the double-entry system requires that for each transaction, the in and the out entries must be equal in amount. See rule pp. For this reason, and for the further reason that we wish to have our books show what others owe us, and what we owe to others, in such cases we treat the firm we make the transaction with, as if they were a department of our business, placing the values of the goods that go to them on credit, into the in column of their account, and the values of the goods we buy from them on credit, into the out column of their account. For instance, suppose that we sell to Seralian and Co. \$100 worth of merchandise, receiving in payment a note for \$60., the balance going on credit. Our entries would be,—Bills Receivable in \$60, Seralian and Co. in \$40, Merchandise out \$100. If in this example the position of buyer and seller had been reversed, the entry would have been :—Merchandise in \$100, Bills Payable out \$60, Seralian and Co. out \$40.

In this sort of transaction therefore, we are guided by the following rule :—

ALL INS AND OUTS MUST IF POSSIBLE, BE ENTERED INTO THE IN AND OUT COLUMNS OF REGULAR DEPARTMENTS OF THE BUSINESS. IF, HOWEVER, IN ANY GIVEN TRANSACTION, THE SUM OF THE INS AND THE SUM OF THE OUTS CANNOT BE MADE

EQUAL IN THIS MANNER, THE FIRM OR THE PERSON WITH WHOM THE TRANSACTION IS MADE, MUST BE TREATED AS A DEPARTMENT OF THE BUSINESS AND THE AMOUNT NEEDED TO MAKE THE SIDES EQUAL MUST BE ENTERED INTO THE PROPER COLUMN OF HIS OR THEIR ACCOUNT.

When a man decides to go into business, he first sets aside a sum of money to do business with. This money goes into the Cash Department but at the time there is nothing corresponding to this money going out of any department. According to our rule, therefore, the proprietor must be treated as if he were a department of the business, and the amount he had invested must be placed into the out column of his account. If at any time he withdraws cash for his personal use,—but in no other case—we enter the amount he takes out into the in column of his account, and into the out column of the Cash account. If there is more than one proprietor, we enter into the out column of each one's account the amount that he invests, and corresponding amounts into the in column of the Cash account.



March 1. Henry Brown begins business by investing \$5000 in cash.

March 2. Bought a store building and lot for \$2000 in cash.

March 3. Bought a stock of goods for \$1500, paying \$1200 in cash and giving a note for \$300.

March 4. Bought of H. Anderson and Co. a lot of dry-goods for \$600 on account.

March 5. Sold to F. Horner on account \$1.63 worth of groceries and \$1.40 worth of dry-goods.

March 6. Sold to F. Horner on his note, \$12 worth of dry-goods.

March 7. Deposited \$1500 in cash at the First National Bank. (First National Bank in.)

\$500.00 CHICAGO, ILL., March 8, 1895.

TO THE FIRST NATIONAL BANK OF CHICAGO,—

Pay to the order of H. Anderson and Co. the sum of Five Hundred dollars.

HENRY BROWN.

The above is a form of check. It will be seen that the bank pays to H. Anderson and Co. from the money we have deposited with them the sum of \$500. The bank is in this case treated as a department of the business, as also is H. Anderson and Co. We therefore enter this:—H. Anderson and Co. in, First National Bank out. When we receive checks from others, we treat them as if they were cash.

March 8. Sent a check to H. Anderson and Co. for \$500.

March 9. Sold to Gurnsey Bros. on account, \$50 worth of merchandise.

March 10. Sold to John Burton on account \$20 worth of merchandise.

March 11. Bought of James Snell and Co. on account of \$300 worth of merchandise.

March 12. Bought of Huffy Bros. on account \$150 worth of groceries.

March 13. Sold to James Green on account \$36 worth of dry-goods and groceries.

March 14. Bought of Draper Bros. on account \$286 worth of dry goods.

The student should take a trial balance before going further.

\$25.00. CHICAGO, ILL., March 15, 1895.

TO GURNSEY BROS., City,—

Pay to the order of Jas. Snell and Co. the sum of twenty-five dollars and charge the same to my account. HENRY BROWN.

The above is a form of a draft or bill of exchange. By referring to the ledger it will be seen that Gurnsey Bros. owe the business \$50, and we have therefore a right to say to whom they shall pay this amount. When they have paid this draft of \$25 as we have ordered, they will owe us \$25 less; the payment being the same in effect as if they had paid us directly. When Jas. Snell and Co. receive the \$25 in money which we have ordered paid to them, our debt to them is

diminished by that amount, because the money is paid to them by our order. The effect of this draft then is the same as if Gurnsey Bros. had paid us \$25 in cash, and we had turned over this money to Jas. Snell and Co. The full entries for this double transaction would be:—Gurnsey Bros. out, Cash in; Cash out, Jas. Snell and Co. in. But since the amount is handed right over to Jas. Snell and Co. without actually passing through our hands, it is not necessary to enter the amount into the in and the out columns of the Cash account, for the balance of this account will remain the same whether we do so or not. For this reason, and for the further reason that no cash is actually handled, we can omit the cash entries and simply enter the transaction as follows: Jas. Snell and Co. in, Gurnsey Bros. out. *It is necessary therefore, as soon as we draw a draft on any person, to enter the amount drawn for into the out column of this person's account. Students must be careful to impress this deeply upon their minds, for they are more likely to forget this than anything else.*

When anyone draws a draft on us, we pay the amount drawn for to the person designated in the draft, and by so doing pay the person who draws upon us, this amount.

Accepting a draft which is drawn on us, consists in writing the word "Accepted" and below it our signature, across the face of the draft. This virtually converts the draft into a note and the act of accepting is the same thing as that of giving our note. Hence, when we receive and accept such a draft, we enter the amount into the in column of the drawer's account, and into the out column of the Bills Payable account.

If we handle drafts, either not drawn by ourselves or not drawn on us, we treat them precisely as if they were notes passing into or out of the Bills Receivable Department.

March 15. Sent our draft of \$25 on Gurnsey Bros. to Jas. Snell and Co. to apply on our account.

March 16. Huffy Bros. have drawn on us for \$100 and we have accepted the draft.

March 17. John Burton has sent us a draft for \$20 on Field and Co. in payment of his account.

March 18. Sent to Jas. Snell and Co. our draft of \$25 on Gurnsey Bros.

THE STENOGRAPHER.

March 19. Sent our check of \$100 on First National Bank to Huffy Bros. in payment of their draft which we had accepted on the 16th inst.

March 20. Sold to Gurnsey Bros. \$65 worth of merchandise on account.

March 21. Sold F. Horner \$23 worth of merchandise on account.

March 23. Drew on Jas. Green for \$36 in favor of Huffy Bros, and sent them the draft.

March 24. Draper Bros. have drawn on us for \$286, and we send them a check for the amount.

March 25. Deposited \$300 in cash at the bank.

March 26. Drew on Gurnsey Bros. in favor of Jas. Snell and Co. for \$55 and have forwarded the draft to them.

March 29. Received a check for \$12 from F. Horner in payment of his note. Have deposited the check in the bank.

March 30. Sent Huffy Bros. our check for \$14.



Having satisfied ourselves that our work has been done correctly, we next proceed to ascertain how much has been lost or gained during the month. If we have sold our merchandise above cost, and if what is still on hand is of the same or of a higher value than it was when we bought it, this value, added to the amount realized, will amount to more than the cost, or to the amount of the *in's* in the merchandise account: since the in column shows the cost of the goods, and the out column what we get for them. If, therefore, we take an inventory of everything on hand, and place the value of these things in the out columns of their respective accounts, then add the two columns and find the difference between them, we shall be able to determine whether we have lost or gained, and how much. If the total of the in column is least, we have gained, if greatest we have lost.

In other words, suppose that we have bought \$100 worth of merchandise during the month, and that at the end of the month our inventory shows that we still have \$25 worth on hand. Then it is quite clear that we have sold \$75 worth. If now, our out column shows that we have received \$90 for that which we sold, then we have gained \$15, if on the contrary it shows that we have

received only \$70, then we have lost \$5. Instead of going through the double process of subtraction we get the same result by adding the inventory to the out column and then finding the difference between this amount and the total ins.

Our inventories on March 31st are

Merchandise \$2800.00

Real Estate \$2200.00

We enter these inventories with red ink into the out columns of their respective accounts, and by the above mentioned method are then in position to ascertain how much has been lost or gained in each of these departments. We find that the outgoing value of Real Estate is \$200 and that of Merchandise is \$173.03 greater than the incoming values; indicating gains to that extent. We place these amounts with red ink into the columns, where, in order to make the accounts balance, they are needed, writing opposite each the words Loss and Gain. As there are no other departments in this month's business which can show a loss or gain, we have now calculated all the losses and gains in each department by itself. We must now collect these losses and gains to find the loss or the gain for the whole business.

For this purpose we rule off a space in our Ledger just as we have done for the department accounts, and transfer the Loss and Gain items to it, writing each of them in the column opposite to that from which they are taken. We may now lay down a rule which must be observed, viz:

ALL RED INK ENTRIES WHEN THEY ARE TRANSFERRED MUST ALWAYS BE TRANSFERRED TO A COLUMN OPPOSITE TO THAT FROM WHICH THEY ARE TAKEN.

For instance, a red ink entry from an in column must be transferred to an out column and vice versa.

Our Loss and Gain account shows a total gain of \$373.03. If there had been any departments showing losses, these losses would have been entered into the left-hand or loss column of this account, and would thus have diminished the total gain. For, in order to find the total gain or loss, we must first add together by themselves, all the losses and all the gains; if the losses are greater than the gains then the business has lost as much as

they are greater; if the gains are greater, then the business has gained as much as they are greater. In the present instance there have been no losses, hence the difference between the losses and the gains is \$373.03. We enter this amount in red ink into the column where it is needed to make the account balance, writing opposite the amount the name of the proprietor, since the gains of the business go to him, and the losses are made good by him. If there are two or more proprietors, the amount must be divided between them in accordance with an agreement usually made on entering into partnership. The account is now closed by ruling the red cross lines as in the example and writing in the footings.

The item balancing the Loss and Gain account is now posted to the proprietors account observing the rule for transferring red ink entries. This being done we are ready to ascertain what are the resources and liabilities of the business; or, what the different departments and individuals owe the business, and what the business owes to other individuals and departments. If a department or individual has received more than it has given up, it will show a resource for the business; if, on the contrary, it has given more than it has received, it will show a liability or debt for the business. We must first find the resource or liability in each account, and then collect all of these together to find the total resources and liabilities. The resources and liabilities of each account are obtained by balancing all of the remaining accounts, writing the amounts needed to balance them in red ink in the proper columns, with the words *Resources and Liabilities* opposite to

them. The proprietor's account shows a balance of \$5373.03. The Cash, Real Estate and Merchandise accounts already balance. The Bills Payable account shows a balance of \$300, and so on. After balancing all of the accounts we collect all the resources and liabilities items and also all of the inventory items into a Resources and Liabilities account, for which we have ruled off a space in the Ledger just below the Loss and Gain account. Observing the rule for posting red ink items we transfer the above mentioned items as we have said and find that the account balances, as it always must.

LOSS.

| | | |
|----------|--------------|---------------|
| Mar. 31. | Henry Brown. | |
| | Gain | 373.03 |
| | | <u>373.03</u> |

GAIN.

| | | |
|----------|-------------|---------------|
| Mar. 31. | Real Estate | 200.00 |
| " " | Merchandise | 173.03 |
| | | <u>373.03</u> |

RESOURCES.

| | | |
|----------|------------------|----------------|
| Mar. 31. | Real Estate | 2200.00 |
| | Merchandise | 2800.00 |
| | F. Horner | 26.03 |
| | Bills Rec. | 20.00 |
| | First Nat'l Bank | 912.00 |
| | | <u>5958.03</u> |

LIABILITIES.

| | | |
|----------|-------------------|----------------|
| Mar. 31. | Henry Brown | 5373.03 |
| | Bills Payable | 300.00 |
| | H. Anderson & Co. | 100.00 |
| | Jas. Snell & Co. | 185.00 |
| | | <u>5958.03</u> |

The Beginner.

"Pee"—"bee"—"tee"—"dee,"
Will I ever get to be,
So I can tell the difference, sir,
'Tween "ree" and his companion "er"?"

Then, when that I've sorter learned
Up another thing has turned;
And that's the use of "shee" and "ish,"
Now which one must I use in "fish"?"

Sometimes I get so awful blue
I'm sure I don't know what to do;
I kinder think I'll quit my books,
And get out my old fishin' hooks.

Fishin' hooks is heap more fun
Than that new kind you use in "run."
But I am not a quitin' yet,
I'm still a studyin' you can bet.

—S. M. COOPER.

MR. J. D. CAMPBELL, Secretary-Treasurer of the National Shorthand Reporters' Association, Spartanburg, S. C., says all who desire a copy of the Proceedings for 1900 should enclose 50 cents.

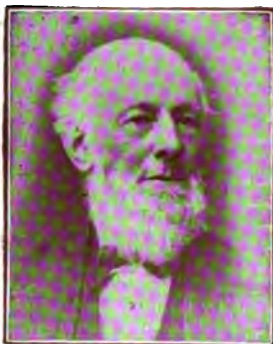
FORD: "Your lawyer made some pretty severe charges against the other fellow, didn't he?"

SMALLWORT: "Y-e-e-s! but you ought to see how he charged me."

GOV. ROOSEVELT, who left here to-day on his way to Albany, accompanied by Attorney General Davies, said that he had decided to appoint William Loeb, Jr., his present stenographer, as his secretary when he takes the office as Vice President.—

Times, New York, Dec. 30, 1900.

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VOLUME XVI.

PHILADELPHIA, FEBRUARY, 1901.

NUMBER 2.

ORZO C. GASTON.



ORZO C. GASTON, one of the most prominent court reporters in the Mississippi Valley, as well as one of the most intelligent and ablest promoters of the phonographic profession's best interests, was born February 10, 1863, at Tabor, Iowa, a village famous in ante-bellum days for its abolition sentiments and its consequent friendship for "John Brown of Ossawatimie," who found a safe resting-place among its citizens on frequent occasions. The village was the outgrowth of the spirit of his grandfather, George B. Gaston, who

came there in the 50's to plant a Christian college, and the college is the centre about which all the interests of the town and a wealthy community surrounding it now revolve.

In this sort of an atmosphere the subject of our sketch grew to manhood, securing his education at the public school and afterwards in the college, reaching the middle of the sophomore year. At this time financial reverses, coupled with failing health, compelled him to abandon further study, and in the fall and winter of 1883-4 he recuperated while teaching district school.

At this time Mr. Gaston became interested in Graham's Hand-Book, and shortly after his school closed devoted more time to its study, there being no one at hand to assist him in digging out the "hidden mysteries" which were almost as puzzling as the Greek roots that had given him a little experience in "grubbing." Mr. C. H. Sholes, now of Portland, Oregon, had procured a copy of the Hand-Book for him, and when he had acquired some slight speed as the result of his individual application, he attended a session of court held in a neighboring county and there, for about a week, received and profited by the suggestions of Mr. Sholes..

In the Spring of 1885 Mr. Gaston's first work as an amanuensis was done at Council Bluffs, for an insurance company, where he was expected to do the work for \$40.00 per month for which a former but dissatisfied employee had been paid \$90.00. This work proving too arduous he accepted a position with the western manager of a machine com-

pany, at the same salary. In the fall of the same year he secured a position with the wholesale grocery firm of McCord, Brady & Co., in Omaha, at an advance in salary, where he remained until September, 1886, when he was employed by Potter & Megeath, of Omaha, in general and official stenographic work.

In April, 1887, Mr. Gaston was appointed official reporter for the thirteenth judicial district of Nebraska, with headquarters at McCook. In the fall of this year (October 12th) Mr. Gaston married Miss Mary A. Fetter, of Oakland, Iowa, a lady of excellent education and talents. The situation at McCook not proving exactly to his liking, and being offered a partnership with one of his old employers in Omaha in the general stenographic line, he resigned his position and became a member of the firm of Potter & Gaston, in December, 1888. He remained in Omaha at general and official work until September, 1889, when he was appointed, by Hon. A. B. Thornell, as reporter for the fifteenth judicial district of Iowa, which position he still holds and fills with eminent satisfaction to all concerned.

Mr. Gaston has always been a strong advocate of organization. In 1887 he assisted in the formation of the Nebraska State Stenographer's Association, and was one of its officers. After coming to Iowa he agitated and accomplished the revivifying of the Iowa State Stenographers' Association, and was afterwards for two years its president and a member of its executive committee. He was one of the vice-chairmen of the Committee on Organization of a national stenographer's association, in 1897-8-9, and as chairman of the committees in the Trans-Mississippi region did effective work. At the Chicago convention, in August, 1899, the writer conferred upon him the honorable appointment of chairman of its constitutional committee and he was subsequently elected the *first 1st Vice President* of the National Shorthand Reporters' Association, then organized, in acknowledgment of his intelligent effort and unflagging zeal in all the work of national organization. As a further evidence of his interest in the profession, he led in a strong fight with the last legislature of his own State for more adequate and certain compensation for its official reporters, and, although defeated by the delaying

process, still, the effort made has paved the way so that success is more promising than formerly. From what we know of Mr. Gaston, there will be no retreat sounded, and results for the betterment of the profession will certainly be accomplished. At present Mr. Gaston is chairman of the executive committee of the National Shorthand Reporters' Association auxiliary in Iowa. Mr. Gaston was unable to attend the Put-in-Bay convention, which was a matter of much regret, for his absence is observed and felt in any representative body of National Shorthand Reporters.

KENDRICK C. HILL.



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business; not the make-believe; but *real* business. Pupils who attend at our offices will get actual practice in writing letters to our mail pupils. "Experience is expensive"—unless obtained in the way we give it.

All instruction is individual.

How many of those who graduate from shorthand schools and business colleges can intelligently take a telephone message? How many can quickly receipt a bill; correctly draw a check; make a carbon copy of a letter; use the Mimeograph or Neostyle; or index a letter book? How many know that office matters are strictly confidential—that is, how many know it without first having the employer suffer by the stenographer's error?

The stenographer who depends solely upon his proficiency in shorthand or typewriting is not up-to-date. There must be Reliability as well as Ability. We aim to turn out experts; capable office assistants. Intelligent, quick-witted men and women, who will *get* big salaries because they will *earn* big salaries. We teach them to be honest, to mind their own business; to make a confidant of no one regarding business affairs.

Our students will not be "clock watchers," the employer's interests will be their interests, and while they will insist upon reasonable hours of employment, they will *cheerfully work* early and late when necessity requires. Our pupils will have no need to dread: "What experience have you had?"—for before leaving us they will have had actual experience in our Instruction Department and Verbatim reporting offices. We will train them to work for something besides money, and to realize that a good reputation is a valuable asset.

Our students will get a working knowledge of Commercial Law by listening to (and reporting when competent) a series of lectures delivered at our offices by a graduate of Columbia Law School, who is now a practicing attorney and counselor at law, of New York City. For practice in verbatim reporting our students will actually do court reporting, and take speeches, sermons, etc., under the guidance of capable and professional verbatim reporters. The latter will be paid regular rates for the work. Our students will do their best, transcribe their notes, and then compare their transcript with that of the paid reporter.

In teaching shorthand by mail we are practical, as we adopt suggestions from our large verbatim reporting business. In returning a corrected lesson or sending a new lesson we write a personal letter, and we desire that our pupils should freely ask for information upon all points in connection with the lessons. This will enable us to give pupils at a distance as nearly as possible that individual attention which we give to pupils who attend at our office in person—thus making our mail course an ideal one.

We shall use the Graphophone in dictating to our pupils; train advanced students to dictate to and transcribe from the Graphophone and be right up to the minute by using the Graphophone in teaching shorthand by mail. This last mentioned feature is our latest departure.

In short, we feel that we have the best facilities and up-to-date methods—and therefore to the pupil and the business man we can give better value than any school or teacher anywhere.

Remember ours is not a *school*. We are not fighting Shorthand Schools or Business Colleges; not competing with them, because we have something entirely different. We have already had requests from a number of business men to furnish them with stenographers.

We select the right material—get pupils to do their part—we do ours. Result: Competent stenographers—a credit to us—a help to the business man, and an honor to the profession. We are building slowly and surely. Our prices may be too high for some. We may be too strict for others. Our motto is, "Honesty in Everything."

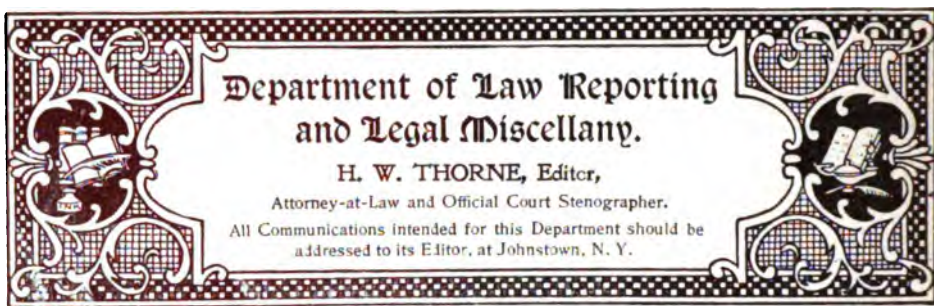


The stenographer of the Warren (O.) Hardware Co. is Miss Inez Huntley.

The Stenographic Class of the Women's Union of Buffalo, N. Y., has opened auspiciously with 16 members. Special attention is given to the preparation of stenographers for the United States Civil Service examinations to be held in the spring.

Miss Marcia Spalding, of Norwich, N. Y., has accepted a position as stenographer with Leland & Tanner.

Miss Effie Kerwin, of No. 6 Lark Street, Albany, N. Y., has been temporarily appointed stenographer to Commissioner of Safety Ham.



Lumbering the Record.



YOUNG stenographer was called into court, as a witness, to read a certain part of his notes of a trial. He had intended to report everything said and done.

Arriving at that part of his notes where a motion was made by one of the attorneys, he began to read as follows: "May it please your Honor! I have, been quiet and good"—when the stenographer-witness was interrupted by the court and counsel thus: "Oh, skip that! come down to the point; to the part where the grounds of the motion are stated." The stenographer omitted a few pages of this preliminary speech, and then again read: "I will say to your Honor, that we have been as brief in this matter"—when court and counsel again broke 'n with: "Oh, skip that read the grounds of the motion." Thus it went on through a maze of "May it please your Honor," and other immaterial "lumber" until the stenographer finally found and read the grounds of the motion—the needle of value in the hay-mow of rot.

Preparing Case on Appeal from Stenographer's Transcript.

THE Molineux murder trial occupied several months last year at New York City. Recently public interest in it has been revived by an attempt to hasten the appeal which was taken by Molineux from the judgment of conviction. The (N. Y.) *World* says:

"The stenographic record of the trial is of tremendous bulk. The case on appeal as prepared by counsel for the defense is the

longest case of the kind ever permitted in the United States. It is much longer even than the appeal in the celebrated Tichborne (1) case.

"It consists of 4,625 pages of typewritten matter, not including the opening address for the prosecution, the summing up of counsel and the charge of the Recorder. With these added, the proposed case on appeal makes 5,600 pages of matter, with 300 words on each page, or 1,680,000 words in all.

"Assistant District-Attorney Le Barbier had to go over this proposed case on appeal and make amendments to it—that is, to suggest such modifications as would, in his judgment, make the record of the trial a fair and unbiased narrative of the testimony of witnesses, the objections of counsel and the rulings of the court thereon.

"Mr. Le Barbier found that in the proposed case on appeal counsel had included the stenographic minutes of every squabble between Messrs. Weeks and Osborne and the rulings of Recorder Goff thereon—and there were thousands of these squabbles. Not five per cent. of them really deserved to be included in the case on appeal.

"The rule of the Court of Appeals is that a case must be presented to it in narrative form and as briefly as is consistent with stating the testimony, the objections, rulings and exceptions.

"Mr. Le Barbier managed to prepare his amendments—two hundred and sixty-eight in all—by the end of July.

"Ever since Oct. 1 Recorder Goff has been at work on the proposed case on appeal and the amendments, deciding what shall be allowed to go in.⁽²⁾ It is his duty to eliminate all extraneous matter.

(1) "Tichborne case." A celebrated English cause wherein the plaintiff (who was ultimately proved to be an Australian imposter) laid claim to the title and estates of the Tichborne family. The trial lasted for months and attracted world-wide attention.

(2) Since the above was written Recorder Goff has "settled" and signed the case on appeal, having directed between 1,100 and 1,200 minor alterations, principally ellisions, in the transcript. It is estimated that the printed case will be about twice the size of Webster's unabridged dictionary and that the cost of printing will be about \$8,000.

"Counsel for Molineux presented a memorandum to Recorder Goff, weeks ago, urging the retention of everything in the stenographer's minutes, saying they would ask for a reversal, not only upon errors of the Judge but also upon the ground that the defendant did not have a fair and impartial trial before an unbiased Judge, and that the conduct of the District-Attorney during the trial and in his opening and closing remarks to the jury was so improper as to be in violation of his duty to properly represent the public interest."

The foregoing gives a very good description of the method of preparing a case from stenographer's notes for review by an appellate court.

The Stenographer Won.

FREDERICK A. BAKER, a stenographer appointed by the Board of Coroners at New York City to take testimony in the Coroners' Court, with a salary of \$2,500, was unsuccessful on the trial of his suit for transcripts of testimony for the use of the District Attorney, amounting to 6,568 folios, for which he charged \$394.08, which he claimed to be entitled to in addition to his regular salary. Judgment rendered for the city, on the ground that the clause of the consolidation act relied upon had been repealed by the charter, has been reversed by the Appellate Division. Justice O'Brien, giving the opinion of the Court, said: "As the right of the District Attorney to such transcripts, and the compensation to be paid to the stenographer for furnishing them, is to be found alone in the consolidation act, it would be an anomaly to conclude, in the absence of express language which would justify such a construction, that the clause of the consolidation act requiring the furnishing of transcript should be saved, but the clause with reference to the compensation repealed. We would gladly have reached another conclusion, because we think the policy of paying the stenographer to the Coroners a stated salary of \$2,500 a year and permitting him, in addition, to receive compensation for work done in that position, is not a good one; but the remedy is with the Legislature, and not with the courts, whose duty it is to ascertain and enforce the law, and not to determine questions of policy."

A prominent New York State court stenographer, commenting on the above decision, writes me as follows: "How they [the courts] hate to allow that a stenographer is right, even though he has the law with him."

MR. CHARLES W. CHESTNUTT, whose short story "*The March of Progress*" appeared in the January *Century*, has been for years a leading court and law stenographer at Cleveland, O. For several years he has been doing literary work for magazines and periodicals. The most pretentious of his books are "*The Conjure Woman*" and "*The Wife of His Youth*." His writings principally, are stories and sketches of southern negro life. He is now firmly established as an author, and the magazines are anxious to secure his work.

Court Room Echoes.

Counsel: What did you do first about the ditch? Did you remove the fence first, or dig the ditch first?

Witness: How could I dig the ditch without taking the fence away?

* *

Counsel: How did you remove the stumps from the fence?

Witness: I removed them with my hands.

* *

Plaintiff sued defendant for tearing down a fence, digging a ditch and filling it with stones. On defendant's cross-examination he was asked by plaintiff's counsel regarding a man named Gohst as follows:

Q. Did he know anything?

A. He was insane, I suppose.

Q. And he is now in an asylum?

A. Yes, sir.

Q. And he was living in a very bad state and condition, wasn't he?

A. I think he was. But that has not got nothing to do with the fence, has it?

* *

Counsel: What color clothes did you wear?

Witness: I had a pair of overalls on.

Counsel: What kind of a coat?

Witness: And a black coat.

Counsel: Rather scantily clad!

* *

Counsel: Have you any prejudice against the sale of intoxicating liquors?

Juror: I am strongly opposed to the liquor traffic; but if the Devil was on trial before me I would give him just as fair a trial as any other person.



The Literary Worker's Stenographer.



It is important that the assistant of the clergyman and the physician be well educated, it is especially so in the case of the literary man or woman's "first aid;" and her power to assist in the work is based upon what she knows and how she has been trained to use her knowledge. In fact, when a stenographer suits a literary worker, it is a first-class certificate of a liberal education!

From one point of view, a stenographer can make herself more useful to one who supports himself upon the products of his brain than can such assistant of the other two classes already considered. Of all professional people, the literary "expert" is proverbially the least practical; and very frequently his bright, alert, experienced helper stands between him and many happenings which without her aid would place him in anomalous positions.

The stenographer, in other words, acts as a sort of balance wheel or sheet anchor, if she be in sympathy with her employer and have leanings towards the "mightiness of the pen;" and many a shorthand writer, after association with an author, has developed into a literary worker, herself. The positions of this kind are rare as comparatively few men living by their pen have sufficient work for a stenographer; but the openings are increasing and when a berth of this nature is secured, fortunate is the possessor of it.

The stenographer's chief value in a position such as described is in being at hand and ready to chain the lightning thoughts which mark the man of talent and genius, and in her ability to take the dis-

jointed sentences or expressions and weave them into something coherent for her employer's criticism. Not the least important of her work is the visiting of reference libraries, etc., in order to gather material upon certain subjects which her employer intends to take up; and quite frequently what she culls from these sources forms the basis of learned articles or stories teeming with interesting facts.

It is hard to define the work of a literary stenographer, as employers of this class bring into their work more of their personality or environment than do the others; but, in the main, a stenographer who has a good, sound education, who has literary tendencies and who is content to act as a sort of factotum to a genius whose license to erraticism is undisputed, has a niche waiting for her, and incidentally an opportunity to write her own name eventually high upon the scroll of fame. The printer also blesses her advent in proportion to that of the little machine which preceded her in most literary sanctums; and so as the pathway for this endeavor widens and lengthens it augurs well for the stenographer of the present and future who is willing to make herself capable of measuring up to the more or less exacting requirements of the same.



One of the Developments of the Nineteenth Century.

ALL CAINE, writing to the Sorosis Club of Ohio, says: "When one considers what the position of a woman was, even in the most civilized countries, as recently as 100 years ago, and how high a place she has now won for herself, not only in the statute books of nations, but in the republic of art,

one cannot but feel that the change is even more remarkable than some of the great material developments which have distinguished the century. Speaking as one who has seen life in many countries, I feel that it is within the truth to say that the position of woman is higher in America than in any other part of the world. For this result American women have, no doubt, to thank their own natural gifts and great independence of mind; but they also have, I think, to be grateful to the splendid chivalry of the other sex, which is nowhere more conspicuous than in the best type of American gentlemen."

Coming from a conservative Englishman, this tribute is all the more valuable and complimentary to American women workers.



NOTES FROM THE FIELD.

THE German Emperor, William, has given 50,000 marks towards the new building which the Lette Society proposes to erect in a Berlin suburb, as a model house for 2,000 young girls, who will be instructed there in book-keeping, stenography, housekeeping, etc.

MISS REBA CRONAN has obtained the position of stenographer with the Foster Bros.' Manufacturing Co. of Utica, New York.

MISS AUGUSTA P. LOTHROP of Barnstable, Mass., has accepted a position in Havana, Cuba, as stenographer in the office of Lieut. Brooks, Auditor of the Island.

Miss Iva D. Chandler, of Portland, Me., has entered upon her duties as stenographer for the International Paper Co. of Rumford Falls.

Miss Mattie S. Foote, of Woodbury, N. J., we learn, is conducting quite successfully an evening shorthand class in that town.

At a dinner given some time ago by the New York Council of the National Business Woman's Association, Mr. Thomas G. Shearman gave his experience as the "father of the young lady typewriter" and the founder of the first typewriting school, in which he taught the daughter of a friend the art. He made the young woman an expert and gave her a position in his office, for not a firm in the city would take a woman in any capacity, he said. In the course of his remarks Mr. Shearman complimented women upon their ability and conscientious work.

Miss Harriet L. Mason has gone to Bangor, Me., to enter the Shaw Business College, where she will take a course in book-keeping and stenography.

Classes in stenography for girls have been opened in the Public Evening School No. 71 of New York City. Any pupil who has been graduated from the public schools or who is sixteen years old, is eligible to membership in the classes.

Miss Bessie Eaker has severed her connection, as stenographer, with the insurance office of Fitzgerald & Co., of Herkimer, N. Y.

Miss Beulah I. Russell recently accepted a position with Welch & Landregan of Lynn, Mass.

Miss Mary Ingold, having resigned her position with O. H. Hewit, Esq., has accepted a similar one in the office of Mr. J. King McLanahan, Jr., of Hollidaysburg, Pa.

Miss Ellen G. Tobin, of 159 Elm St., Albany, N. Y., has been appointed from the civil service list as stenographer at the Manhattan State Hospital.

The stenographic services of Miss Laura Boyd have been secured by the Vacuum Oil Co. of Bangor, Me.

Repose is one of the few things which it is claimed the American woman lacks,—a quality which she needs and which mankind needs in her.

Miss May McGrath of the Binghamton (N. Y.) School of Business has been selected by G. S. Ackely & Co. as book-keeper and stenographer.

Miss Flora F. Oatman of Pittsfield, Mass., has taken the position of private secretary with Rev. James Grant.

Miss Carlisle Hamlin, of Bellows Falls, Vt., formerly stenographer for the Robertson Paper Co., is now employed by the International Paper Co.; and her former position has been taken by Miss Annie Blanchard of Putney.

Miss Annie Foley is now employed as typewriter and book-keeper for a Congress Street business house in Boston; her native place is Woonsocket, R. I.

Miss Bertha Williams, of Turin, N. Y., has gone to Rochester where she will occupy the position of stenographer with a business house.

IDA E. TURNER.

Department of Practical Grammar.

By PROF. JAMES F. WILLIS, 1427 Euclid Ave., Phila., Pa.

Author of "Punctuation and Capital Letters."

Adverbs.

Adverbs modify verbs, adjectives, and other adverbs; there are times when the adverb may be a modifier [1] of a preposition; [2] of a phrase; [3] of clauses and sentences; [4] of nouns; adverbs [5] may be independent; [6] may be used as nouns; and [7] may connect clauses. The following sentences illustrate the uses enumerated—

- (1) Guards stood *just* below the gates.
Vines had climbed *nearly* over the wall.
Soldiers were standing *just* within the door.
- (2) Fools judge *only* by events.
The sun shines *even* on the wicked.
Truth travels *only* in straight lines.
- (3) All things were made ready *just* before the king came.
We should lean on the hand of a guide *only* till we can go alone.
Many remain beginners all their lives, *simply* because they have no confidence.
- (4) My delay *there* could not be avoided.
His hesitation *then* was easily discernible.
A trip *thither* was very beneficial to him.
- (5) *There* is a pleasure in admiration.
Now, I prefer the last fourteen lines.
Why, he doth bestride the narrow world!
- (6) To *when* has the meeting been adjourned?
Before is here used as a noun.
You may have the work by *then*.
- (7) Oats are ripe *when* the straws turn yellow.
Smooth runs the water *where* the brook is deep.
Kind words can make December blithe *as* May.

Relative to adverbs, observe these cautions:

I. In USING adverbs, [1] have them apt; avoid any that [2] repeat or [3] exaggerate the idea.

II. In PLACING adverbs, [4] leave no doubt about what they modify; [5] secure smoothness of sound; [6] don't split an infinitive with an adverb.

III. Don't use [7] NEGATIVE words so that they contradict each other.

IV. Don't use [8] adjectives for adverbs, or [9] adverbs for adjectives.

The following sentences illustrate the cautions enumerated above; the italicized words are incorrectly used; those in capitals are correctly used:

- (1) The boy writes *lovely*.
We were trusted *explicitly*.
The old master had listened *beautifully*.
Washington *splendidly* performed his delicate task.
I will be *horribly* in love with her.
- (2) He hastened *quickly*.
Boys screamed *loudly*.
They rushed in *unceremoniously*.
We were treated *niggardly and meanly*.
- (3) He teases me *everlastingly*.
That dog barks *ceaselessly*.
You have aided me *immensely*.
Fault is *perpetually* found.
He called *thunderously* for help.
- (4) I *expressly* bought the fruit for you.
Every tale told is *not* to be believed.
I had *particularly* been led to read military history.
General Grant *never* seemed to need recuperation.

Life's enchanted cup *but* sparkles at the brink.

We *only* prize those that do not prize themselves.

Pitt's motion was *only* lost by a minority of twenty.

Statesmen *only* thought of the utility of colonies.

"The difficulty of proper position is great—*ONLY* is seldom in place, and *phrases* are proverbial stragglers."—*REED and KELLOGG.*

(5) We shall *therefore occasionally hereafter* come.

Early they *quickly yesterday wholly* did the work.

They *consequently possibly* may *tomorrow together entirely* finish *well* the work.

I *altogether* can *immediately* send *forward* them.

He *instantly* could *here* have *speedily* but *quietly* attracted a vast concourse.

(6) An author was forced to *everyday* assume new disguises.

Earth opens her bosom to *impartially* receive beggars and princes.

To *openly* act is honest.

To *well* reprehend is the hardest path of friendship.

To *circumspectly* walk in the right path should be the aim of all men.

(7) *Never* ask him for *no* money.

He *isn't* good for *none* of our work.

I do *not* speak *neither* French *nor* German.

Neither John *nor* James could *not* study.

They are *not* coming, I *don't* think.

The following italicized negatives are correct; why?

Did you *not* say he is *not* honest?

He did *not* agree *not* to fire upon us.

I *never* said he was doing *nothing*.

Can you *not* say that he is *not* deceptive?

I shall *not* have an excuse for *not* enlisting.

(8) (9)—Although an adjective is often improperly used after a *verb* instead of an adverb, the misuse of an adverb for an adjective is much more common. There are

(1) many adverbs that are the same as adjectives; (2) many adjectives that end in *ly*, and thus resemble adverbs that end thus;

(3) many adverbs of manner that have two forms—one ending in *ly*, and one resembling

adjectives (see below a few of each of these three kinds). From this confusion it is not surprising that one, in hurried speech, should frequently misuse adjectives and adverbs. Observation and practice is essential to acquire a pertinent use of these two parts of speech after verbs; and THE LESSON FOLLOWING THE ONE OF THIS MONTH SHALL BE DEVOTED TO A CAREFULLY-SELECTED LOT OF SENTENCES THAT SHALL AFFORD EXHAUSTIVE PRACTICE IN JUST THIS WORK.

To determine whether an adjective or an adverb is to be correctly used after a verb, observe whether the word expresses a QUALITY or A WAY OF DOING SOMETHING: if the former, an adjective is required; if the latter, an adverb is required.

The following are some words that may be both adjective and adverb:—all, back, bright, clean, close, clear, dear, deep, even, easy, fair, fast, full, high, hard, ill, just, long, loud, low, little, light, mighty, most, more, near, over, out, off, only, plumb, quick, right, swift, slow, soft, sure, still, straight, short, sound, sweet, wide, wrong, very.

The following words ending in *ly* are adjectives; but many of them are also adverbs:—beastly, beggarly, bodily, cleanly, cowardly, curly, daily, deathly, early, earthly, friendly, fatherly, heavenly, kingly, kindly, leisurely, likely, lonely, lowly, lovely, manly, masterly, matronly, monthly, motherly, niggardly, only, orderly, princely, saintly, sickly, stilly, timely, ungainly, weakly, weekly, womanly.

The following are adverbs of manner, either form of which is correct, although a few are colloquial:—bright-brightly, clean-cleanly, close-closely, clear-clearly, dear-dearly, deep-deeply, even-evenly, easy-easily, false-falsely, full-fully, high-highly, hard-hardly, ill-illy, loud-loudly, light-lightly, most-mostly, neat-neatly, near-nearly, quick-quickly.

Of the following 78 words in Italics, 34 are correct; be very careful in discriminating adjectives from adverbs, and freely consult a dictionary.

The moon grows *sickly* at the sight of day. Adversaries in law strive *mightly*, but eat and drink as friends.

Slow rises worth by poverty depressed.

He takes my service *illy*.

His heart begins to beat *high* and *irregular*.

THE STENOGRAPHER.

Orchards looked *lazily* with neglected plenty.

Most as good kill a man as a good book.

I will show myself *high* fed and *low* taught.

The flowers smell *sweetly*, all in bloom.

Thou wouldst not play *false*, and yet wouldst win *wrong*.

Louisiana began to show signs of growth, though *feebly*.

Men who die on a scaffold for political offences *most* always die *well*.

As *nearly* as I may, I'll play the penitent to you.

The day thou eatest thereof thou shalt *sure* die.

He served *full* good and *mannerly*.

This island was now *fairly* in sight of us.

They sailed for the Spanish settlement, where they arrived *safely*.

Striving to better, oft we mar what's *well*.

Gray night made the land seem *overly* wide and *overly* empty.

Oft in the *stilly* night fond memory brings the light.

One writes so *easy* and the lines sound so *prettily* to one's self.

I now understand you *clear*.

The prince hung *helplessly* by the hair.

The moon looked down *palely* and *calmly*.

I went forth *humbly* and came back *great*.

Swift seize the joy that *swiftly* flies.

Even as *lowly* down as Abraham's time they wandered with their flocks.

He was known far and *widely*.

I prized his friendship *rarely*.

The edge should be scraped quite *flatly* and perfectly *evenly*.

His arrows fell *exceedingly* wide of each other.

Cooper's fiery, dogged, unbending nature made people think *hardly* of him.

Who knocks so *loud* at door?

No man has learned anything *rightly* until he has learned that everyday is Doomsday.

True are these circumstances which have been told *short* and *methodical*.

Put flour and salt in a bowl, and work it *smooth*.

So *dear* I loved my friend.

The Canadian is *usual* a happy man; life sits *lightly* upon him.

I shall stand *firmlly* under this empire.

Courtiers and prelates were *mostly* his favorites.

With *slowly* steps this couple walked.

The farmer found him *near* dead from cold and grief.

Till he tell the story *true*, let the fairies pinch him *sound*.

No legislation should be allowed to bolster up *unnatural* prices.

Charlotte Bronte struck very *deeply* into the heart of her time.

He was punished *just*.

Quick as thought the change is wrought.

He ran *straightly* on.

The merry wind blows *fairly* from land.

These newspaper discussions advertised the empire *cheap*.

One may pass and repass *securely* all hours of the night.

Thine enemies shall lay thee *even* with the ground.

The birds sang *sweet*.

They were rewarded *lightly* for services.

So *lone* 'twas that God himself seemed *scarce* there to be.

The Hurons were not destined to remain *permanently* even here.

Prince Louis captured Norwick *easy*.

The stony storm of hail fell *plumbly* on their heads and cleft their skulls.

He takes his own, and *stilly* goes his way.

The head is held *ereclly* and *firmlly* when defiance is meant.

As it was *near* noon, I took my leave.

Of the following words in *Italics*, *seven* are correctly used. See what is incorrect in the remainder. I could *scarce* sustain these trials. I now am *full* resolved to take a wife. I said *how* that he had assisted me. Leigh Hunt's mother *even* owed her death to an act of *impulsive* charity. The estate was *equably* divided. The writer can *only* tell what happened under his eye. The boys dived *down* into the water. Altho' I am come *safely*, I am come *sickly*. Inform her *full* of my particular fear. That *there* remark is uncalled for. Tyranny is *where* the government is under a tyrant. All stories are *not* to be believed. They were *awfully* jolly. We ascended *up* an *exceeding* steep hill. The top spun *round*. The golden moon shone *brighlly*. This payment cancels *out* the debt. The lecturer has *near* finished. A long tunic *anciently* much was worn. Every word men speak is *not* true. He sailed a yacht *magnificently*. The sign was removed *away*. I am to *slow* and *carefully*

work. They kept government *safely* under their control. Blood heat is *when* heat is of the same degree as that of the blood. He *scarcely* does any work. A sly-boots is *when* a person is sly. He met an *awfully* pretty girl. He lectures *occasionally* but not often. Bragg ordered Longstreet to *then immediately* take up the attack. All stood *solemnly* about the bier. These good women lifted off from Cowper many burdens. He became *miserable* poor. He looks like a soldier, but he walks *like* a dancing-master. I am *horribly* tired. The man cried *terribly*. I wish *almost* that he is not dead. Ill conduct often reacts *back* upon the doer. The night closed *moonlessly*. She has lain in the churchyard *full* many a year. *Most* all persons dislike the quarrelsome. Merchants can *by and by* come. The horse was fastened *surely*. A *tremendous* frost fell during the night. I bought it for a *mere* nominal sum. It is heroic to *valiantly* fight for one's country. He traded his bicycle *off* for a ring. The girl sings *continual*. The earth is always *perpetually* moving. By occasions are great men *only* made. He eats *superfluously*. These things annoy me *constantly* and *unceasingly*. I want to very *much* see him. The child felt *cold* in the bleak air. These houses have survived *down* to the present day. His voice is *remarkably* sweet. A stile is *where* steps go over a fence. A blizzard is *when* a snowstorm is accompanied by hurricane and extreme cold. Get into that *there* wagon. All that glitters is *not* gold. The ladies here are *horribly* ugly. Nobody reads a poor poem who is *like* to be seriously hurt by it. They sneered *contemptuously*. The grass grew *thickly* and *greenly*. He was tall, strong, and *full* furnished with flesh. The screen was *part* hand-painted. St. Augustine *especially* was a man of genius, sensibility, and eloquence. They worked *affectively*. The banner of the sovereigns floated *triumphantly* over the fortress. The officers conferred *together*. His grace looks *cheerfully* and smooth to-day. Masons have resumed *already* their work again. A naval battle is *where* two war vessels fight. I could *illy* attend the party. All these men are *not* mechanics. Our boys played *immensely*. The pupils stood *up*. To *generously* forgive becomes a man. The women feel *sickly* and *unhappily*. Audubon was advised to have his hair cut *off*. *Near* all the railroads are blocked. Suicide is *where* a man takes his own life. All the boys here are *not* students. You'll be *awfully* glad to get rid of me. It was an *awful* bad accident. The money will be refunded *back*. The rain tasted *well* to the flax. He is *most* finished his dinner. A quandary is *when* a person is perplexed. If the queen stand aloof, there will be *still* suspicions. You have done the work *credibly*. His duty was *admirably* done. They exalted *highly* their friends virtues. Shadows fell *deeply* and *coldly*.

Law Department.

(Continued from folio 30.)

A PHYSICIAN testifying regarding the physical condition of a patient answered, in part, as follows: "He presented a strange condition: at one moment, strong; the next, weak," etc., etc. A careful stenographer would not meet difficulty in correctly reporting and transcribing this. A careless practitioner might, erroneously, render it thus: "He presented a strange condition: at one moment strong. The next week," etc., etc.

* *

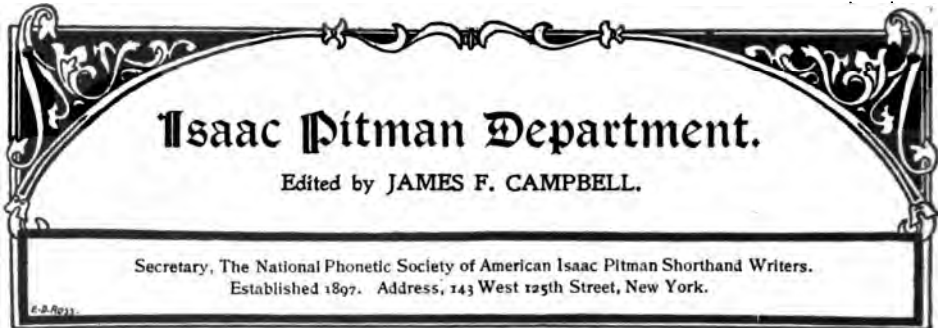
A TYPEWRITTEN letter recently received, which had evidently been dictated, contained a reference to the location of a building. The stenographer had spelled the word "site," "sight."

✱

Received.

PROCEEDINGS of the National Shorthand Reporters' Association at its annual meeting in August, 1900, at Put-in-Bay, O. This is the most voluminous association report yet issued. A full page cut of those who attended the meeting comprises the frontispiece, while the 217 pages are filled with valuable information to student and practitioner, and enlivened by the portraits of many of the 500 members of the association. Verbatim reports of interesting papers read and responses to toasts at the banquet are included. A notable paper, from a historical point of view, is that by Mr. Rufus Leighton, of Boston, Mass., entitled "Half a Century Ago—Stenographic Beginnings in New England." This gentleman is said to be the oldest shorthand reporter in New England, in years and experience. Early in life he was associated with Mr. J. M. W. Yerrington, a distinguished Boston stenographer whose death but a short time ago was mourned by the entire profession. Mr. Charles Currier Beale, official reporter of the Superior Court, Boston, contributes a valuable *Report on Statutes and Statistics of Law Reporting in the United States*. The next annual meeting of the association will be at Buffalo, N. Y., during the Pan-American Exposition.

H. W. THORNE.



FROM the General Prescriptions of the Courses of Study, for the Public Schools of Nova Scotia (Can.) it will be seen that the Isaac Pitman system is one of the optional subjects which can be introduced into any school (Common and High Schools) with the consent of the trustees. In this connection it is interesting to note the remarks of the Superintendent of Education, Dr. A. H. MacKay who says: "The only system permitted is the Isaac Pitman—the most scientific—the one with the most extensive literature, and the most promising of becoming the universal system for general correspondence as well as for reporting."

SINCE last reported, the certificate of proficiency for teachers of the Isaac Pitman Phonography in the United States and Canada, has been awarded to the following successful candidates: Brother Philip, 88 Grant St., Fall River, Mass.; William D. Knight, Queen City Business College, Dallas, Texas. This will be found a very valuable diploma in the hands of teachers of the Isaac Pitman shorthand, and we advise all teachers of that system to write to Isaac Pitman & Sons, 33 Union Square, New York City, in regard to same.

SPEAKING of fast shorthand writing *The Pitman's Art Journal* (N. Y.) for Dec., 1900, says: "In view of the interest attaching to 'High Speed in Shorthand Writing,' the information contained in the 1901 edition of the 'Pitman's Shorthand and Typewriting Year Book' deserves special mention. We note that Messrs. Isaac Pitman & Sons have issued up to the present time the following certificates of two hundred words per minute and upward, to writers of the Isaac Pitman system; twenty certificates at 200 words per minute; two at 220; one at 230; one at 240; one at 250 words per minute. These certificates are granted only for ten minutes' continuous writing from new matter and are the highest authenticated speed records in any system.

Isaac Pitman's Complete Phonographic Instructor, 250 pp., \$1.50; a Phonographic Dictionary, with the shorthand forms for 60,000 words, \$1.50; Business Correspondence, Nos. 1 and 2, each 30 cents. Spanish Phonography, 101 pages, \$1.75. Pitman's 20th Century Dictation and Legal Forms, 256 pp., 75c. Published by Isaac Pitman & Sons, 33 Union Square, New York.

IN reviewing the new dictation book recently issued by Messrs. Pitman & Sons, *Business* (N. Y.) says:

"Pitman's Twentieth Century Dictation Book" is indeed an up-to-date collection of genuine business letters which have been used in the transaction of actual business. While it is intended primarily as a dictation course for shorthand and typewriting students, it will be found equally valuable to any office worker who desires to improve his business correspondence forms."

Key to Graded Exercises.

CHAPTER 17.—DOUBLE CONSONANTS.

1.

1.—Enter, Easter, shatter, offended, smatter, slander, pumper.

2.—Ponder, tender, chanter, gander, render, hinder, counter, grander.

3.—Acceptor, captor, nectar, erector, elector, Jupiter.

4.—Liberator, deprecator, tormentor, litigator, lubricator, inspector.

2.

HECTOR PINDAR, Anderson, Maine.

DEAR SIR:—We have just received your letter enclosing another order for calendars which we have placed in the hands of our printer who will turn them out as rapidly as possible. We will have a few of them Tuesday and the remainder will be ready on Friday. Awaiting your further orders, we remain,

Yours truly,

3.

ALEXANDER WINTERS, Centerville, Maine.

DEAR SIR:—I am the inventor and proprietor of a new lubricator for cylinders and journal boxes and beg to call your attention to the enclosed circular which will satisfy a careful investigator of its superiority over similar preparations. I trust you will favor me with an order for a sample barrel.

Yours truly,

THE STENOGRAPHER.

39

ISAAC PITMAN SHORTHAND.

Graded Exercises and Correspondence on "Isaac Pitman's Complete Phonographic Instructor."

CHAPTER 17 — DOUBLE CONSONANTS.

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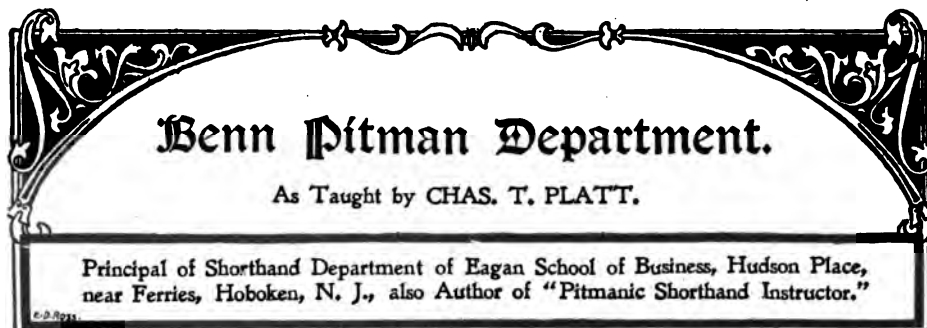
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Schools and others, desiring the services of experienced shorthand teachers, will please apply to Teachers' Bureau Department, Isaac Pitman & Sons, 33 Union Square, New York.



Sketch of Mark Twain.

(From the San Francisco Bulletin.)

MARK TWAIN sends this Christmas greeting to California: "BROWN'S HOTEL, London, Sept. 28th, 1900.

DEAR SIR:—I accept with thanks the privilege you offer me of sending Christmas Greetings to San Francisco and the Coast. I am not as well acquainted with San Francisco now as I was thirty-two years ago, when I saw it last; but my home-feeling for it has suffered no decay, nevertheless. It is a striking fact that San Francisco has trebled its population and quintupled its other prosperities since I left. It is doubtful if any other man has done as much for the city as that. Yet I ask no monument. I only ask that in the Christmas festivities this service shall not be coldly brushed aside and the credit given to some loud, recent person who never did anything for the town. I could have gone earlier if I had thought. It was suggested.

"With greetings and salutation from a neglected benefactor, I am, dear Sir,

"Yours very truly,

"MARK TWAIN."

The man who knows most about Mark Twain's career in California is Joseph T. Goodman, the veteran scholar, editor, and man of letters. Twain is essentially of the West in his style and thought, and California has the best right to hold him first among the writers who have made her name glorious in literature.

"The first literary work of Samuel Clemens," said Mr. Goodman, "appeared in *The Virginia City (Nev.) Territorial Enterprise*

in the year 1861. Dennis McCarthy and I were editors and proprietors of the publication at that time.

"Samuel tried his hand at mining shortly after his advent in the Territory. He drifted about the diggings here and there, and attempted to wrest fortune from the earth in Humboldt and Esmeralda Counties. He had locations and great expectations. Although sure that his claims had millions in them, yet he took nothing out. From Esmeralda he wrote a series of letters to *The Enterprise* over the pseudonym of 'Josh!'

"That fellow would make a good newspaper man," said I, and we wrote to him to come down and take a position as reporter. He came and dished up "local" for us, his co-worker being William Wright, long famous as Dan de Quille. A year went by when one day, in 1863, Clemens said to me, "Say, Joe, I'd like to try some signed articles."

"I am willing," said I. "Do you want to sign your own name?"

"No," answered Clemens. "I'm going to sign them 'Mark Twain.'"

"Why 'Twain?'" I asked.

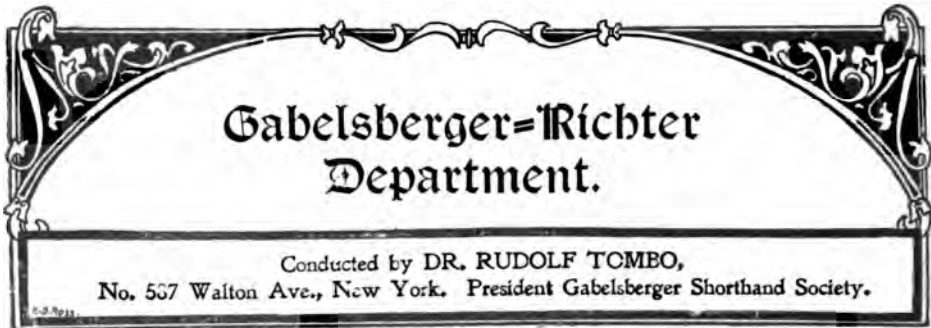
"Because," he replied, "in my pilot days on the Mississippi, when we got into the shallows, and the lead was cast, I used to bend my head—

(To be continued.)

BENN PITMAN SHORTHAND AS TAUGHT BY CHAS. T. PLATT.

The following is a sample of shorthand notes written in the style of Benjamin Pitman, as taught by Charles T. Platt. The notes are arranged in a single column, with each line representing a separate word or phrase. The shorthand is characterized by its use of simple, geometric strokes and symbols, often with numbers indicating specific rules or variations.

The first line of notes is: "The first of the year." The second line is: "The first of the year." The third line is: "The first of the year." The fourth line is: "The first of the year." The fifth line is: "The first of the year." The sixth line is: "The first of the year." The seventh line is: "The first of the year." The eighth line is: "The first of the year." The ninth line is: "The first of the year." The tenth line is: "The first of the year." The eleventh line is: "The first of the year." The twelfth line is: "The first of the year." The thirteenth line is: "The first of the year." The fourteenth line is: "The first of the year." The fifteenth line is: "The first of the year." The sixteenth line is: "The first of the year." The seventeenth line is: "The first of the year." The eighteenth line is: "The first of the year." The nineteenth line is: "The first of the year." The twentieth line is: "The first of the year."



NOTE.—The pamphlet, "The New Era of Phonography," as well as the circular, "A Practical Lesson in Graphic Shorthand" explain the general principles of Gabelsberger system. I shall be pleased to furnish these publications free of charge to any reader of THE STENOGRAPHER who wishes to form an idea of the system.—*Dr. R. Tombo.*

Corresponding Style.

SPEECH OF GOVERNOR ROOSEVELT WELCOMING THE NEW GOVERNOR. ALBANY, JAN. 1, 1901.

"It becomes from this moment your high and solemn duty to stand at the executive head of the greatest State within our Union, a State which in point of size, population, wealth, and wide variety of interests and of industries, rises above many a world-famous kingdom or commonwealth. Great powers are given you on the one hand, and, on the other hand, your task is neither light nor easy. But you come to it with special ability and special training which peculiarly fit you to perform it ably and well. In a sense a Governor's term begins with his election, for as soon as elected he must begin to make ready for his exacting and engrossing duties.

"The earnest you have already given us of the way in which you regard these duties, and of the spirit in which you approach them, is such that we have the right to express, not merely the hope but the confident belief, that at the end of your term as Governor you will have won the right to stand with that list of public servants whose memory the great Empire State delights to hold in peculiar honor."

Reporting Style.

INAUGURAL ADDRESS OF THE NEW GOVERNOR OF THE STATE OF NEW YORK, MR. ODELL, ALBANY, JAN. 1, 1901.

"With the assumption of responsibilities come doubt and uncertainty which even the applause and good wishes of our friends cannot entirely dissipate. Especially is this true of him into whose keeping is placed the administration of the affairs of our Commonwealth. New York, an empire in itself, with its vast population, its many and diverse interests, demands from its Chief Executive the greatest conservatism, wisdom as to its needs, and that its business affairs shall be transacted with economy and good judgment.

"Under our form of government, when the will of the majority has been expressed, we should forget our partisanship in our desire to uphold and strengthen the hands of those whom for the time being we have clothed with authority and upon whom the

responsibility for the proper enforcement of our laws is placed.

"The success of our State Administration depends as much upon its component parts as upon the aggregate, and it is a right which the Executive can demand and every loyal citizen should accord, that in every municipality, in every township and hamlet, the same economical conditions shall prevail as are expected in the administration of our State affairs.

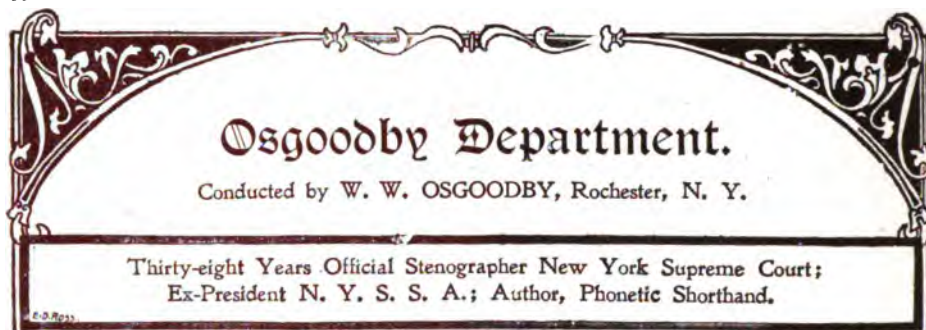
"The burdens of taxation should be so adjusted as to fall lightly upon those who can ill afford to bear them, and be borne more generously by those who have received from the State protection and rights which have given to their vast business interests the success they deserve. Combination in restraint of individual rights should be curbed, and a welcome extended to all whose energy and genius will add to the lustre and fame of the Empire State, and aid us in upholding our business and commercial supremacy. The care of our wards should be as generous as their necessities may require, never extravagant and never niggardly.

"To the Governor is intrusted the execution, and to the Legislature the lawmaking power of the Commonwealth. The duties are separate and distinct, and can never be combined without a serious impairment in the efficiency of both. It shall be my object, therefore, to keep strictly within the letter and spirit of the law, and to give effect to such acts of the Legislature as may seem to me to be in the direction of public good, withholding approval only when such measures fall below this standard.

"In thus aiding in the consummation of all worthy projects I shall be guided solely by the desire to give to the mandates of our Constitution their full effect and to the wishes of our people their full purport.

"If in the performance of these duties I shall in a measure be as successful as have so many of my predecessors; if, upon the threshold of a new century, with all of its possibilities, the positive and affirmative action of the incoming administration can aid in solving those great questions which so much interest us, I shall feel as much pride in the contemplation of such results as you do, Sir, as you look back upon the success which has attended your administration."

For the text-book (price \$1.00) and exercise books (price 15c. each) apply to the International News Company, 83 Duane St., N. Y.



Contractions and Word-forms.

(Continued from January number.)

—and every effort was made to render our visit a pleasure to us, and it was certainly very pleasant. We could scarcely suppress a constant expression of surprise at the uniform elegance and taste exhibited in the manner in which the houses were arranged, and in the character and beauty of their furniture.


The buildings erected by the various religious denominations were especially worthy of attention. They showed at once a healthy financial condition, and the capability of their architects and mechanics, and to our delighted view they appeared the height of perfection. There was nothing about them that we could not fully approve.

As we reached the Catholic cathedral, we saw a large crowd about the entrance. We inquired the occasion, and were informed that the day was an anniversary observed by Roman Catholics throughout the world. As the services had commenced, we did not go in, but we shall try to visit it to-morrow. The building itself is magnificent, and in its interior it is said to surpass any similar edifice in Europe. I shall give you a description of it in my next. For to-day, this short letter, and the photographs accompanying it, must suffice.

5. DEAR SIR :—We have just come from a meeting of the representatives of the operatives, and we now give you a brief statement of the result. The conversation was somewhat disconnected, at first, and for a good while few who spoke acknowledged in any way the natural signification or the probable consequences of such a controversy, or the disadvantage and practical disorganization which we claimed must immediately result from this opposition. They were averse to any movement to establish the projected reform, declaring that unless it was mutually agreed upon, and voluntary, it would excite a revolution. This assumption we denied. We had special satisfaction in the


speech of one of the men, who appeared to be perfectly familiar with the situation. A significant remark of his was, that the continual trouble we have had was occasioned largely by passion, which affected their minds and prevented any other than a superficial view of the case. He acquiesced in the claim that they gained strength by combining, but he was apprehensive that instead of preserving their rights by the formation of such a combination, they would soon become disorganized, or, at all events, would altogether fail to avert the danger which would otherwise confront them. He said nobody was more chargeable with originating the trouble than themselves, that they were capable of securing the preservation of their rights if they would take a more comprehensive view of the facts, and that they might thus gain a profit greater than ever before, and more continuous.

During this speech, he was frequently interrupted. Some of the time, he was contradicted; sometimes they tried to argue with him; but for most of the time, his representations were listened to in silence. No other than an influential man belonging to themselves could have spoken so well. Before he began, nearly everybody considered it an extravagant measure, and it was difficult to satisfy anyone that the expenditure was indispensably necessary. It is now understood that the combined efforts of those interested will perhaps result in a comparison of views and a consideration of the arguments advanced, and induce the greater number of them to accept the suggestion and assist in influencing a compliance with so advantageous an offer. Meantime, several gentlemen are engaged in endeavoring to secure a reformation of the contract between the manufacturers and individual workmen, and it is hoped that the work may soon be satisfactorily re-organized. With organization, capital and experience, we are sure of ultimate success.


 Osgoodby's *Phonetic Shorthand Manual*, \$1.25; *Speed-book (without key)*, \$1.00; *Compendium, for the vest-pocket*, 50c; *Word-Book*, \$1.50; *The Great Moon Hoax (engraved shorthand)* \$1.25. For sale by *The Stenographer Printing and Publishing Co.*, 410 Drexel Building, Philadelphia, Pa.

OSGOODBY'S PHONETIC SHORTHAND.


CONTRACTIONS AND WORD-FORMS




CONTRACTIONS AND WORD-FORMS

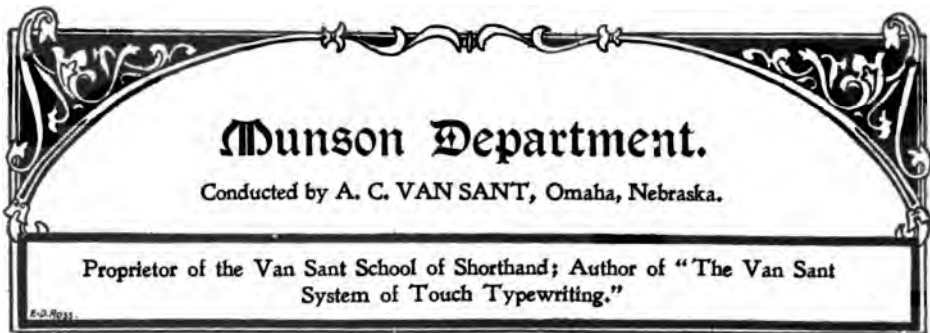


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THE STENOGRAPHER.



Riparian Rights.

THE main facts of this case, as presented in the bill in equity, are not controverted in the answer. The complainants, Pine and Muller, are citizens and residents of the state of Connecticut, and each of them owns in fee a separate tract of land in that state, through which the Byram river flows. This river, which is, at the lands of the complainants, a non-navigable stream, is made up of two branches. The east branch is wholly in the state of Connecticut. The west and by far the most important branch rises in Westchester county, N. Y., flows southeasterly for about five miles in that state into Connecticut, and thereafter unites with the east branch at the farm of Muller, about four miles from the New York boundary line. * * * Shortly before the bill was brought, the defendant began to build a dam across the west branch of Byram river at a point in the state of New York about 700 feet from the Connecticut state line, in order to divert the water of that branch into the Kensico reservoir, which is a part of the defendant's extensive system of water supply for the residents of the city of New York; and the dam has been completed at an expense, without any of its appurtenances, of about \$45,000. By private arrangements the defendant settled with the Connecticut mill proprietors on the stream for the injury caused by this dam to their flowage rights, but has never compensated the complainants or other riparian owners for the injury to their riparian rights. * * *

The conclusions which must result from the foregoing facts have been often clearly stated by various courts, and by none more clearly than by the courts of Connecticut and New York. The principles which underlie the case, or which are applicable, are as follows:

1. The right of a riparian proprietor upon a non-navigable stream to the use of the ordinary flow of the water of the stream, as it has been accustomed to flow, and not diminished by an unreasonable use by a proprietor above him "is not an easement or appurtenance, but is inseparably annexed to the soil, and is parcel of the land itself."

2. The unauthorized and uncompensated permanent diversion by a municipal corporation of the water of a non-navigable stream from a riparian owner is not excused by the fact that it was deemed to have been taken for a public benefit. The seizure and permanent diversion is a continuing wrong, unless compensation has been made, either by agreement, or under process of law, and by virtue of authority conferred by the constitution and the statutes of the state.

3. An injunction to prevent a permanent and unauthorized seizure and diversion of running water is a proper and is the effectual remedy, because the remedy by an action at law provides only for the damages which had accrued before suit, and compels a multiplicity of suits. It is the only efficient remedy for complete relief.

4. The equitable remedy by injunction exists and is to be exercised in the absence of any legislative authority for the infliction of the permanent injury, although the pecuniary damage to the riparian proprietor is not of large amount. The fact of no serious pecuniary damage is not a hindrance to the right of the riparian proprietor to the restoration of the water to its natural course.

5. If a court of equity has power in any case by decree to ascertain and order the payment of damages by decree of injunction in the alternative, a court of equity will not exercise such power where the defendant has committed a permanent injury without authority of law, and without pretense of right to take and retain the property.—*Extract from opinion of Judge Shipman in Pine v. Mayor, etc., of the City of New York, 103 Fed. 337.*



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FRANCIS H. HEMPERLEY, President and Editor.

JOHN C. DIXON, Secretary and Treasurer.

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THE STENOGRAPHER is published in the interest of the Shorthand and Typewriting profession of the country; and all men, all systems and all machines will receive equal recognition in its columns.

The columns of THE STENOGRAPHER are always open to correspondents. We shall be glad to publish matters of interest to the profession in all its branches. Communications should be addressed to the Editor, who is not responsible for the opinions of correspondents.

THE STENOGRAPHER is a progressive journal, and the publishers will appreciate suggestions of improvement in any of its departments.

Issued on the first of each month.

Subscription: United States, Canada and Mexico, \$1.00 a year; other places in Postal Union, \$1.25 a year.

Advertising Rates furnished on application.

Editorial.

WE desire to call attention to Mr. David Wolfe Brown's forthcoming book, entitled "*The Science and Art of Phrase-Making*," and we earnestly urge each of our readers to forward one dollar to Mr. Brown's publishers at once in order to take advantage of the very liberal offer which is fully explained in the article found elsewhere in THE STENOGRAPHER.

THE *Syracuse Journal* of January nineteenth announces the pleasant fact that Mr. Lyman C. Smith, President of the Smith Premier Typewriter Company, has been made a Chevalier of the Legion of Honor of France, by the officials of the recent Paris Exposition. We know no one more thoroughly entitled to this honor than Mr. Smith, and we trust it will give him as much satis-

faction in the way of deserved recognition of merit as it does his many friends in America.

OUR genial friend Mr. James D. Campbell, Secretary and Treasurer of the National Shorthand Reporters' Association says:

"The Executive Council have taken formal action on the matter of the time and place of the next annual meeting and have decided that the meeting shall be held in Buffalo, in August, the exact date to be decided after consultation with the New York and New England Associations."

WE are under obligations to Mr. Charles Kreis, for a copy of "*Cours Complet de Phono-stenographie Francaise*," second edition, simplified and enlarged. Printed at Zurich, 1900.

OUR old friend Mr. James E. Munson, official stenographer and author of the very elaborate text-book on "*The Art of Phonography*," has just issued a "*Shorter Course in Munson Phonography*," which contains all of the author's latest improvements adapted for the use of schools, as well as for the instruction of those who have not the assistance of a teacher.

Mr. Munson's system is now recognized as one of the standard systems and is used by many of the leading stenographers and court reporters. The Department of Munson Phonography in THE STENOGRAPHER is ably conducted by Mr. Van Sant, of Omaha, Nebr., and we feel sure that our Munson readers thoroughly appreciate what Mr. Van Sant is doing for them.

MR. E. J. FORNEY, of the Commercial Department of the State Normal and Industrial College, has issued a very interesting booklet entitled "*The Style Book*," advertisement of which will be found in this month's STENOGRAPHER. I feel sure that this would be of much use to the members of the shorthand profession, especially the younger members, and I would especially recommend it to their attention.

Shorthand at Home.

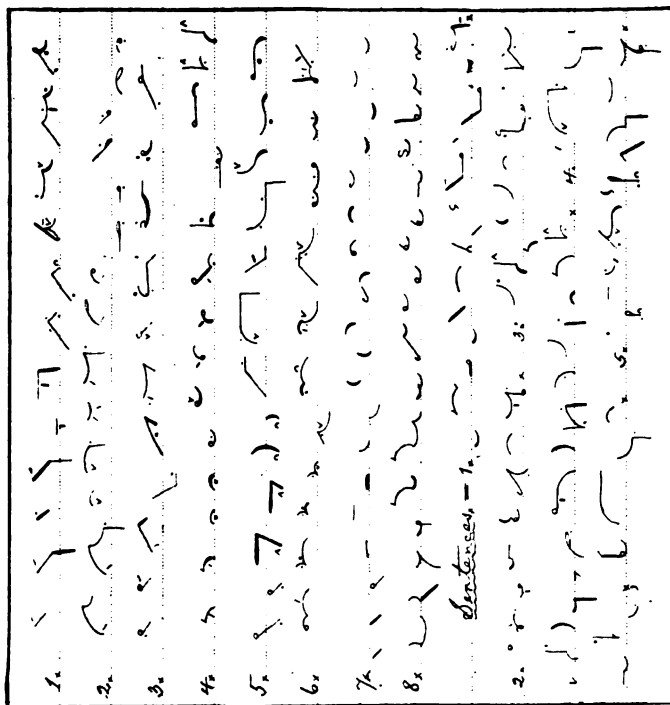
By CHAS. T. PLATT.

(Continued from December number.)

Halving.

1. (a) By making a stem half its usual length, EITHER T or D is added. (b) A T or D so added reads after all vowel signs placed before the halved stem, and halving is therefore appropriately used for words like "fat" or "goat," which end in T or D. (c) But if T or D immediately precedes a final vowel sound (as in "fatty" or "muddy,") the stems must be used. (d) A final circle always reads last after all other sounds on a modified stem. (e) While halving is used generally to add EITHER T or D, and the context depended upon to indicate which is to be read, in a few cases of short words it is safer to halve the light stems to add T only, and the heavy stems to add D only—in other cases using the T or D stem. See plate, line 1: (e) Pot pod, bid bought, coat code, (a) rapid repute justified invite renovate received (line 2, b and c) loft lofty, might mighty, knot knotty (d) lost lots, cast cats, pest pets, mast mats (3) sipped spot robbed packed raged notched wiped equipped winked conceived risked.
2. (a) L, R, M and N are treated peculiarly in the halving principle. They are halved, light, to add T only; but are *shaded* when halved to add D. In order to avoid conflict with these 4 shaded half-lengths, Yu, Wu, Ump, and Ung are *not* halved. (b) When L is shaded to add D, the downward direction is used, as it would be difficult to shade an upward stroke. See line 3, of plate: Hurt heard, mate made, sent signed, salt sold, submit tamed, accent schemed toilet toiled.
3. (a) Half length of the third-position are written *clearly below the line*, which distinguishes them from carelessly-made third-position full-lengths, which are written through the line. (b) When a full-length and a half-length are joined, an angle is generally necessary to show difference of length. In the absence of angular joining, the T or D stem used; (c) except in a few cases where shaded R, L, M, or N, is joined to light signs. See line 5, of plate: (a) Sap sapped, gouge gouged, use used (b) wrecked liked poked effected (c) fired named scared.

4. Where legible joining permits, halving is used in the middle of outlines. This favors lineality of writing by avoiding the vertical T or D stem. See line 6, of plate: Symptom esteem esteemed estimate ratify medium modify rectify sentence intend desultory.
5. Half Length Word-Signs.—(See line 7 of plate) Put about superintendent could quite good after fact that without Lord-read word somewhat immediately want hundred-under hand-owned not nature (line 8) astonish-ed-ment establish-ed-ment natural.
6. Compounds.—(line 8) Understood, hereunder, hereinafter, underwent, whereunder.
7. Phrases.—(line 8) Is not, as-has not, he is not, he has not, could not, we would not, does not, should not, you should not.



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Summary of Contents

PREFACE.—Phrasing to be learned by principle, not by rote. Study of phrasing by principle is far more interesting than the memorizing of alphabetically-arranged phrase-lists. Qualifies the learner to make phrases for himself in limitless number. When studied by principle, phrasing can be taken up much earlier than when studied from alphabetically-arranged lists. Principles of word-formation are extensively used in phrase-formation; thus the framing of phrases may be learned simultaneously with the construction of word-outlines. The book is a practical book, based on the daily practice of practical reporters.

CHAPTER I. PHRASES DEFENDED, DEFINED AND DISTINGUISHED.—A convenient and familiar phraseogram is a reporter's godsend. Thomas Allen Reed's testimony. Phrasing especially needed in court reporting. American court reporting has developed a peculiar and highly useful phrasing system. Phrases defined. Simple phrases. Word-blending phrases, broken phrases, elliptic phrases, composite phrases, special phrases.

CHAPTER II. THE PHRASING VOCABULARY.—Common speech comprises but a few thousand words, with capacity for innumerable combinations. What words may be phrased? What words may not be phrased?

CHAPTER III. THE REQUISITES OF A GOOD PHRASE.—Should follow natural speech. Sense relation. Easy and fluent junctions. When may bad junctions be tolerated? Don't doubt the power of the hand. Bad junctions classified and illustrated. How may bad junctions be obviated? Legibility of phrases. A good phrase is spontaneous.

CHAPTER IV. LIMITATIONS, CAUTIONS, ETC.—Phrasing principles must not be applied indiscriminately. A hurried, spasmodic style to be avoided. Adaptation of particular phrases to particular writers.

CHAPTER V. POSITION.—General rule of phrase-position. Exceptions. When may the first word of a phrase be displaced? Exercise on "initial displacement." When may first two words be displaced? Should initial "is," "his," "as," and "has" vary from regular position? Initial "I" and "he" distinguished.

CHAPTER VI. WORD-DISTINCTIONS.—Context an important aid. The law of safe ambiguity. When may a single sign safely have several significations? Distinctions by position, by difference of outline, and by vocalization. How may positional distinction be lost, and how supplied? Distinction by "exclusion." Variation of outline as a substitute for position. Peculiar vocalization of phrases. Vocalization of badly-shaped outlines.

CHAPTER VII. VARIATION OF OUTLINE.—Purposes of variation. Different classes of variation illustrated. "Reporting license." The reporter occasionally prefers contra-normal convenience and speed to normal inconvenience and slowness. Contra-normal expedients classified and illustrated.

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MR. FRED. IRLAND, for many years eminent as a court reporter, and now one of the official reporters of the U. S. House of Representatives, says, after reading the entire manuscript: "Mr. Brown's latest book on PHRASING WITHOUT MEMORIZING removes the greatest obstacle which has hitherto confronted the shorthand student. The work is indispensable to every one who wishes to make the greatest progress toward the reporting style in the shortest time. It is a complete illumination of that which before was darkest and most puzzling. THERE IS NO BOOK LIKE IT IN SHORTHAND LITERATURE."

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SUMMARY OF CONTENTS—Continued.

CHAPTER VIII. ELLIPSIS: THE LAW OF IMPLICATION.—When may words be omitted in writing, to be supplied in reading by the sense? The law of safe ellipsis. "Implication" and "indication" distinguished. List of allowable ellipses, with exercises thereon.

CHAPTER IX. THE TICK WORD-SIGNS.—The most useful connective expressions of the language. Initial ticks "of," "to," "or," "but," "he," "I," etc., with exercises thereon. Displacement of initial ticks. Hooks on ticks. The "how" and "there" ticks. Ticks joined to ticks.

CHAPTER X. THE CIRCLE WORD-SIGNS.—Exercises on initial "is," "his," "as," "has." Final circle for "us," with exercise. Circles joined to ticks or w and y word-signs. Coalescing of circles. Exercise on double circles as phrase-factors. Exercise on circle following a loop. Ellipsis of circles.

CHAPTER XI. BRIEF "W" AND "Y" WORD-SIGNS.—Exercise on initial "we," "with," "were," "what," "would," "you," etc. S circle on brief w and y word-signs. Initial w hook for "we" and "with," and exercises thereon. Exercise on special phrase "we may be." Inversion of "you," "were," etc. "You" used for "your."

CHAPTER XII. "PROXIMITY" AS A MEANS OF WORD-INDICATION.—Indication of "of the." When "of the" cannot be indicated. Indication of "from-to." Indication of "con" or "com." Initial "a-con," "and-con," etc. Prefixes in the midst of phrases. The terminations "ing-a," "ing-the," "ing-his," "ing-their," etc. Exercises.

CHAPTER XIII. THE "L-HOOK" FOR "WILL" AND "ALL."—Exercises on "will" and "all" expressed by hook. "All" following "of" and "with." Limitations on the use of l hook as a phrasing factor. L hook on tick word-signs.

CHAPTER XIV. "ARE," "OUR" OR "OR" EXPRESSED BY R-HOOK.—Principle explained, with exercises. The r hook on tick word-signs. "Were" expressed by the r hook.

CHAPTER XV. THE DOUBLE-LENGTH PRINCIPLE.—Exercises on "there," "their," "they are" and "other" expressed by double-lengthing. Exercises on peculiar method of writing "of their," "of all their," "is there," "as there," etc. Exercises on "dear" and "whether" expressed by double-lengthing. Triple-length strokes.

CHAPTER XVI. THE "N" HOOK AS A PHRASING FACTOR.—The use of n hook for "one," "own," "than," "been," etc., with exercises thereon.

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CHAPTER XVIII. INITIAL NR, JOINED AND DISJOINED.—Method of phrasing "in reply," "in receipt," etc. Method of phrasing "in recognition," "in recommending," etc. Exercises.

CHAPTER XIX. THE "V" HOOK.—Expression of "have" and "to have" by the v hook; exercises thereon. Expression of "have had," with exercises. V hook for "of," with exercises. "Of" and "have" on tick word-signs.

CHAPTER XX. "THE N CURL."—Peculiar representation of "in," "in his," etc., with exercises. Limitations on the use of this principle.

CHAPTER XXI. THE LOOPS.—Use of loops to express "is it," "as it," "is there," "as there," etc., with exercises.

CHAPTER XXII. THE MB AND ING STROKES.—Expression of "may be," "may be there," "ing-their," etc.,

CHAPTER XXIII. SPECIAL METHODS OF WRITING PARTICULAR WORDS OR EXPRESSIONS.

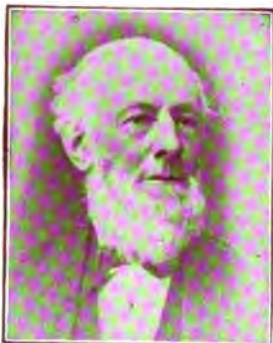
CHAPTER XXIV. SUGGESTIONS ON CONSTRUCTION OF SPECIAL OR IRREGULAR PHRASES.—When are irregular phrases justified? Characteristics of irregular phrases. Sometimes pre-memorized, sometimes extemporized. How are irregular or special phrases constructed? Intersection. Requisites of irregular phrases. Legibility of irregular phrases.

CHAPTER XXV. LIST OF IRREGULAR PHRASES OF GENERAL UTILITY.

CHAPTER XXVI. LIST OF GENERAL PHRASES.

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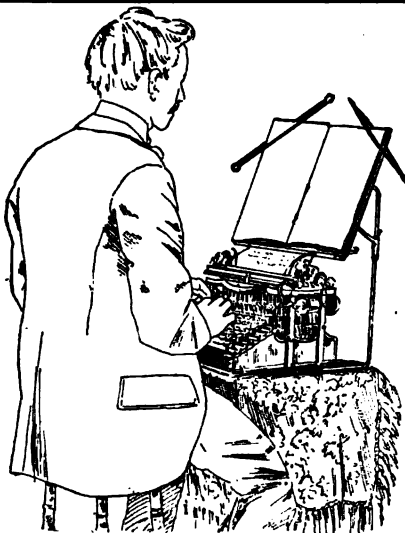
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VOLUME XVI.

PHILADELPHIA, MARCH, 1901.

NUMBER 3.

George C. Palmer,

Attorney at Law and Official Court Reporter, Columbus, Ga.



HAVING relieved myself of the accumulation of dust and dirt consequent upon a long railroad journey, and then pored and pondered over a mass of correspondence which had preceded my arrival at Put-in-Bay, while reflecting upon the national shorthand situation and gradually yielding to the entrancing view as I gazed from the windows of my room in the Hotel Victory, there was a knock on the door, which, when opened, admitted the charming personality and kind, sunshiny disposition of Mr. Palmer. We

had a lengthy interview, during the first ten minutes of which feelings of mutual regard and friendship were established that I presume time cannot sever.

George C. Palmer was born in Atlanta, Ga., September 29th, 1870, which makes him the bearer of thirty years. He began the study of the "winged art" in the fall of 1886, and labored studiously until the following July, when he accepted his first shorthand position with the Atlanta Lumber Company, at the early age of sixteen years. The following March he resigned to occupy a similar position with the General Freight and Passenger Agent of the Georgia Midland & Gulf R. R., with headquarters at Columbus. After two years of service with this road he entered the office of the Superintendent of the Savannah & Western Division of the Central Railroad of Georgia, at Columbus, where he received his first experience in taking down testimony, being detailed to report investigations of accidents before a regular organized board of inquiry, and from time to time did reporting for the Division Counsel of the road. He was afterwards sent to Birmingham to take charge of the cashier's office temporarily, which was the first break in his shorthand career. In a general railroad "mix-up" which followed, he was offered the position of private secretary to Mr. S. H. Hardwick, G. P. A., at Savannah, but on account of climatic conditions in that part of the State was soon after compelled to resign.

Mr. Palmer's attention was then attracted to the Law, and with that end in view he entered the office of Hon. William A. Little, Attorney General of the State of Georgia, as his personal stenographer, and at odd times assisted Mr. G. Y. Tigner, his predecessor. Upon the resignation of Mr. Tigner he was appointed official court reporter of the Superior Courts of the Chattahoochee Circuit, January 1, 1893, which position he now fills.

Mr. Palmer was admitted to the practice of law in the spring of 1894, but on account of his official duties he has had very little time to devote to outside work. He is also the official reporter of the city court of Columbus.

Mr. Palmer is a Graham writer.

His courtly manners, so indicative of the true-born and true-bred Southern gentleman, made him an interesting and attractive figure in the Put-in-Bay convention, where his keen grasp of broad questions, good judgment, and able, terse addresses, contributed his full share to the success of the meeting, while his social gifts and proclivities helped to enliven the occasion during the days the National Shorthand Reporters spent together at that charmed spot.

KENDRICK C. HILL.



Rapid Transit.

By Harriet C. Cullaton.

IF ever a disgusted person lived, Elizabeth Perkins was one, as she sat shivering in her little box of a room in one of New York's steam-heated (?) apartments, on a cold winter's night. Her's was the same old, every day story—a petted girl reared in luxury, with every wish gratified, until death claimed her father; then it was found upon the settling up of his estate, that but a few hundred dollars remained of his once large fortune. She was all alone now, her mother having died some years before her father, and was brought face to face with the fact that she must battle with the world for her living. It did not take her long to make a selection from the different vocations open to women, and she determined to make a first-class

stenographer of herself, as she had so often read of the many fine openings for the bright, highly educated ones.

With her college education it was not long before she mastered the mysteries of shorthand, and she felt sure that she would soon reach the top round of the ladder. In the little town where she formerly lived, through the kindness of friends she procured a fine position, but it only lasted a year, as the firm failed in business, and she found herself with that appalling question staring her in the face—"where can I obtain employment?"

Like many other foolish girls, she longed to go to New York where she knew there was work in abundance, and no persuasion on the part of her friends could induce her to remain in her village home among old associates. She had been in New York just three weeks and her eyes had been opened wider in that short space of time than during the whole twenty years of her life. To-night as she sat leaning over the table, counting out her roll of bills, that was fast getting smaller, she certainly looked the picture of despair. She put the money back into her purse with a forlorn sigh, and said to herself:

"Well, what is the use of being a highly educated stenographer, after all. I might just as well say 'I have saw, I knowed it, etc.' and use small letters in place of capitals, for from my experience during the past few weeks that I've been looking for a position I don't think the average man cares a rap whether or not his letters are misspelled and full of grammatical errors, just so he can get the work ground out for three or four dollars a week."

She was suddenly awakened from her reverie by a gentle rap on the door.

"Come in," she said, almost harshly.

A sweet looking girl stood at the door. "I trust I'm not intruding," she said, somewhat dubiously, as she saw Elizabeth's disconsolate face.

"No, Margaret, not at all. Come in and cheer me up."

"Well, Elizabeth, I thought I'd run in and see what your success had been to-day. Mamma and I feel so interested in you. Did you have any good luck?"

"None at all, and I don't know which way to turn. This morning I put on my best tailor-made gown, hat and gloves, and started out on the warpath again. I concluded to try another agency. 'Twas not a very prepossessing looking place, but the head office woman seemed very kind, so I made up my mind not to judge from appearances. Well, I took two or three addresses and after going the rounds, discovered that New York was not made up of the George Washington 'I cannot tell a lie' style of man."

"What was the trouble?" asked Margaret, as she looked at the poor little homesick village girl and tried to keep back the tears.

"Everything seemed to be the trouble, and I've come to the conclusion that I must look like a freak. The first place I called the man squelched me almost before I had a chance to tell my story, by glaring at me and saying, 'Who sent you here? We have more stenographers now than we need.' It didn't take me long to make my exit, and he didn't have to show me the door, either."

"The next office was on one of the side streets, and that made me feel sort of creepy; but of course I knew I could not make my own selection as to location, etc., so I entered the passage-way and looked for the elevator. I must have waited fully fifteen minutes, and then I heard some squeaky kind of a machine in the distance, and when it reached the ground floor I found it was one of the old style freight elevators; but I didn't care, for I felt it was just the kind for a dead weight like myself. I stepped in, not without a feeling of fear, however, and I found myself slowly ascending to the top floor of the building. The only regret I had, was to think I hadn't taken my lunch along, for there would have been plenty of time in which to have eaten it before I heard, 'all out.' I entered the office and handed the man my letters of reference. He looked them over and said, 'Be seated, please.'"

"I took the proffered seat, and thought, 'here's a man, at last.'"

"He turned to me again and continued: 'My dear young lady I did advertise for a stenographer, but—really—it is a book

agent I want. You see, by advertising for a stenographer or typewriter, I am nearly always sure of striking a bright girl, and then after I explain the advantages of canvassing for a good book and the salary attached thereto, I gradually open her eyes to the fact that she can make more money, have shorter hours and easier work than by thumping keys all day. Now, I think you would make a splendid book agent,' and he gave me a bewitching (as he thought) smile."

"I was furious by that time, but thought it would be a waste of words to argue with him, so I just told him I'd continue to 'thump keys,' and bade him goodbye. Upon my return to the elevator, I found it was out of order, so I had to walk down a number of long flights of stairs."

"Weren't you almost tired to death?" interrupted Margaret.

"Yes; but I had to keep on going the rounds. When I'd show my letters of recommendation, some would say, 'You would be too high-priced; we want a beginner.' Then when I'd tell the next man I was a beginner, he'd say, 'we must have a high-priced stenographer.' One firm had a plan of hiring a new girl every day. They'd take the first one who called, have her stay for the day and get out a lot of work, then pay her a small sum and tell her she was not satisfactory. The next day 'twould be the same story. My head was in such a whirl after I'd gotten through my day's journey that I got lost on my way home, and I just wish I was back on my grandfather's farm again," and she gave vent to a fresh outburst of tears.

"Don't cry, dear," said Margaret, trying to soothe her. "Let me tell you what to do. Put an advertisement in Sunday's paper."

"I have one all written out," sobbed Elizabeth. "It expresses my feelings exactly, and I'm going to put it in just as I've written it."

"Let me see it; or better, still, you read it to me," said Margaret.

Elizabeth wiped her eyes and unfolding a piece of paper, read:

"I'm disgusted and want a position as stenographer and typewriter. Is there

a reputable firm in New York City who can give dictation at the rate of 200 words per minute, three hours at a stretch, either in shorthand or direct to the machine. Address Rapid Transit."

"Are you really going to have that put in the paper?" laughed Margaret.

"Yes, I am. I'd just like to make a man talk so fast that he'd lose his breath for a minute, and get all the speed he wanted. This ad. will be in Sunday's paper and I'll let you know the results," said Elizabeth, wiping her eyes.

"You certainly have my best wishes for success, and I want you to cheer up, Elizabeth, for you will find plenty of good, honest men in the world, and I feel sure you will succeed in getting a good position. You will yet run across some one who will appreciate your worth."

"Your words are comforting, anyhow, Margaret, and I am glad you called in to see me."

"I am, too. It is quite late, now, and I'll have to say good-night. Keep up your courage and be sure and let me know about the ad."

Elizabeth followed her to the door and felt that she had indeed been a ministering angel.

The advertisement was inserted in the Sunday paper, and Elizabeth was delighted when she asked for her mail the next evening and found a number of answers. One particularly struck her fancy, and she laughed as she read:

"Rapid Transit: Any girl having the nerve to write such an ad. as yours, that I read in Sunday's paper, certainly deserves a position. Take the fastest L train to — street upon receipt of this, and you will find employment. Broker."

She took the Express the following morning, and upon reaching the office, found from the surroundings that she had struck an up-to-date firm. The office boy told her to be seated, and in a few moments a fine looking young man put in an appearance, and from the amused look on his face, she knew he must be the one who had answered her ad. Her face grew scarlet as she handed him the letter and asked if he were the writer. He told her that he was, whereupon they both laughed.

She then asked if he'd like to dictate a letter to her, and he said:

"I'll not bother you about that, as I really am not the head of the firm, but am his partner. He is away now, but I expect him home to-morrow or next day. However, that will make no difference about your position," he added, as he saw the look of disappointment that came over her face. "You can begin work this afternoon and become accustomed to the routine of our office, and then upon my partner's return you will not feel nervous."

Elizabeth thanked him as best she could, and her heart was so full of happiness that she didn't know whether to laugh or cry. Never had she sat down to a typewriter with such feelings of perfect content. It didn't take her long to grasp Mr. Blake's way of doing business, and the only worry she had was the return of the president of the company.

She was taking a few moment's rest the next morning and was looking out of the window in a dreamy sort of way, when she was startled by hearing the office door open. She turned, and before her stood a manly form. With a bound toward him she screamed "Fred!" while he, with outstretched arms, echoed "Elizabeth!" and immediately imprinted rapid dictation upon her lips.

"What in the world are you doing here in my office?" he said, as they walked over to her desk.

"Your office? Why, Fred, I didn't even know you were in New York. Mr. Blake told me he had a partner, but didn't tell me your name, neither do I see it on the firm's letter-heads, books, etc. I'm your stenographer, dear," she said, as she sank into her chair, while Fred sat on the arm of it and put her head upon his shoulder. "I'm to have a salary of fifteen dollars a week," she continued, and Fred laughed heartily.

"I'll make it twenty-five dollars," he said. "You know before you left your old home you refused to marry me because I was only making a salary of twenty-five dollars a week. I left you, vowing I'd never speak to you again; but when I heard you were in this big city all alone, I at once came on here, went into business

with Mr. Blake, being a silent partner, for fear you might find out my whereabouts, and determined to keep near you, and when I made a lot of money I was going to persuade you to marry me. I am amply able to take care of you, and once more I ask you to be my wife. Don't you think you could be just as happy with me the rest of your life as you could drumming typewriter keys for a living?"

"Yes, dear, I'll accept your offer, and if you were only making ten dollars a week I'd be willing to marry you and work as a stenographer and make up the other fifteen." Just at that moment Blake entered the private office, fortunately in a quiet way, and, almost struck dumb, stood with his hands in his pockets, ejaculating to himself:

"Holy smoke! one of those scenes I've read about. Rapid transit! I should say so, with a capital R and T. What the dickens does Fred mean? He's about the freshest employer I've ever seen. Guess I'll get out." He was about to leave the room, when Elizabeth looked up, and seeing him, gave Fred a push and said:

"Oh, Mr. Blake, I——"

"Never mind, dear, I'll explain what this means. You remember, Blake, my telling you of the little sweetheart I had who wouldn't marry me on account of my small salary? Well, this is she, and you may imagine my delight when I found her here. Why, I can't thank you enough for the good luck you have brought me by employing her, for she has promised to be my wife," and he grasped Blake's extended hand and gave it a hearty shake.

"I'm afraid, old chap, you will have to thank Miss Perkin's advertisement for your good fortune," he said as he offered congratulations.

"She always could do everything just right," Fred said, smiling down upon her. "My trip west meant a fortune of half a million dollars to me, as some mines that my father left me have panned out way beyond my expectations, and I sold them outright. No more thumping keys, little girl," he said, as he closed her desk with a bang.

"Well, Fred, you can't say I married you for your money, because I accepted you before you mentioned your fortune," laughed Elizabeth.

The Typewriter and the Dressmaker.

A CERTAIN stenographer met an equally certain dressmaker and it was a case of "love at first sight" on both sides. The course of true love ran smooth and one day the typewriter took—not his pen in hand, but an extra fine sheet of linen paper and wrote a letter to his sweetheart that wound up about this way:

"You say you make twelve or fifteen dollars a week. I get about that much myself and it seems to me that we could live well on thirty dollars a week and save something for old age too. We love each other and I do not see why we should not get married."

The answer was not exactly what he expected. The dressmaker seemed insulted and told him that she "would not think of such a thing" as doing millinery work after she was married. She said that she had "had nervous prostration once from sewing and she did not want to get it again. We girls are trying to get out of this business, and are not looking for a man to support besides ourselves."

The typewriter took a thick book out of a drawer and set it up on his copy-holder. Then he stuck a sheet of yaller railroad paper where it would do the most good and when he pulled it out of the machine it had something like this on it:

WHAT GOD INTENDED A WIFE TO BE AND TO DO.

From the Bible. Genesis second chapter and 18th verse: "And the Lord God said, It is not good that the man should be alone. I will make him a help meet for him. (The word 'meet' means fit, suitable; the kind of help the man needed.)

Proverbs 31st chapter and 10th verse: Who can find a virtuous woman? for her price is far above rubies.

11. The heart of her husband doth safely trust in her, &c.

12. She will do him good and not evil all the days of her life.

13. She seeketh wool and flax and worketh willingly with her hands.

14. She is like the merchants' ships; she bringeth her food from afar.

15. She riseth also while it is yet night and giveth meat to her household and a portion to her maidens.

16. She considereth a field and buyeth it: with the fruit of her hands she planteth a vineyard.

17. She girdeth her loins with strength, and strengtheneth her arms.

18. She perceiveth that her merchandise is good; her candle goeth not out by night.

19. She layeth her hands to the spindle, and her hands hold the distaff.

20. She stretcheth out her hand to the poor; yea, she reacheth forth her hands to the needy.

22. She maketh herself coverings of tapestry; her clothing is silk and purple.

24. She maketh fine linen, and selleth it; and delivereth girdles unto the merchant.

27. She looketh well to the ways of her household, and eateth not the bread of idleness.

28. Her children arise up and call her blessed; her husband also, and he praiseth her.

Men ought to provide for their families but the wages of most men are so small that they cannot do this and save anything unless their wives earn some money too. There is not one man in twenty who can support a wife in idleness, and very few of those who can do it ever marry poor women. And so I want you to support me, do I? That is false, but if it were true I would not be any worse than you: You are just looking for a chance to sell yourself to some man who has money. And you say you have had "nervous prostration?" Well, that's nothing. Everybody that works has that, no matter whether he is a laborer or a millionaire. Eight years ago people said that I was going insane from that disease. It is something we all have to expect and we just have to guard against it and doctor for it the best way we can. Such a wife as the Bible recommends not only keeps house and cooks but takes in washing, sews, or tries in some other way to help her husband take care of his family. And that is the only kind of a woman that will ever share my name, I assure you. This is terribly nasty doctrine to preach to the kind of women they raise nowadays, but it is the teaching of Scripture, as well as of common-sense. Marry a rich man if you can, but remember that you will have your poverty thrown up to you by him and his relations to the last day of your life. His house will be a hell on earth for you, now mark what I tell you.

W. W. STICKLEY.

Law Department.

(Continued from folio 58.)

should be at least four stenographers for the District at yearly salaries of about \$1500.

A BILL has been introduced in the New York Senate establishing the compensation for employees in the State service. Stenographers are to be arranged in four grades, and paid: First grade, \$1500; second grade, \$1200; third grade, \$900; and fourth grade, \$600. This will not change existing rates applicable to court stenographers.

RHODE ISLAND stenographers are to be benefited by the bill now before the legislature, which provides for a yearly salary of \$2500 for each of four "stenographic clerks" (mark the language: "clerk;" heigh ho!) in the supreme court. These "clerks" will be assured of transcript fees, as, before a petition for a new trial will be considered, the moving party must deposit with the court clerk a sum estimated to be sufficient to cover cost of transcription. The "deposit" requirement is a step in the right direction. The present per diem is \$6. The new bill fixes six cents as the folio rate for transcript, the same as in the supreme court of the State of New York.

✱

Court Room Echoes.

COUNSEL examining a prospective juror: Are you one of those fortunate kind that never consult a lawyer?

JUROR: I let the other fellow do that.

SUGGESTIVE names of a recent panel of jurors: White, Black, Brown, Pepper, Wood, Chase, Lair, Gross, Lasher, Wright and Silvernail.

COUNSEL: Is Mr. Jones your attorney?

JUROR: No. Don't need any.

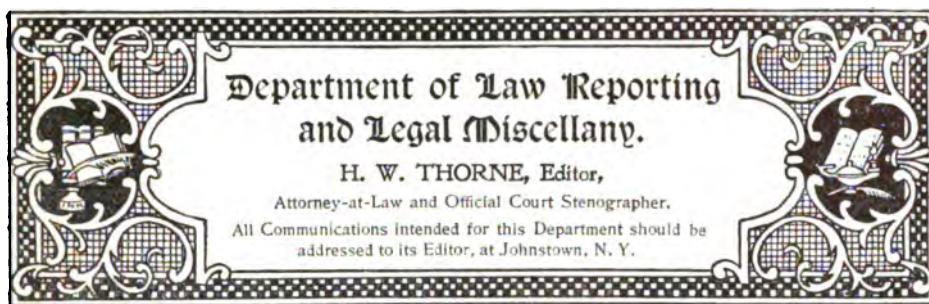
COUNSEL: He has a nick-name also that he goes by?

WITNESS: Yes, sir. They call him "Shovel-Tooth." I think that is what they call him.

COUNSEL: Was he pretty drunk?

WITNESS: Well, about middling.

H. W. THORNE.



When Stenographers' Fees Taxable.

THE Supreme Court, at a special term held at New York City, recently rendered a decision ¹ which should prove of interest to law stenographers, especially such as ply their profession in the Empire State. While the decision only establishes the right, under special circumstances, of a successful party to a litigation to recover, by including in his taxable disbursements, fees paid to a stenographer, yet the careful reader will find a number of valuable suggestions in the opinion that may aid him in the collection of fees. For instance, the shrewdness exhibited by this particular law stenographer in refusing "to try to obtain payment of one-half of the bill from the defendant's attorney on the ground that the bill could not be divided."

I quote from the decision: ² "The defendant's counsel declined to make a stipulation under which the testimony should be taken by a stenographer, whereupon the referee himself employed a stenographer who took 1448 pages of typewritten minutes; during the trial from time to time the stenographer furnished copies of his minutes to the plaintiff's attorney, and the defendant's attorney borrowed and used the copy of the referee; in making up the briefs, defendant's attorney borrowed from the referee and used the original minutes, and the plaintiff's at-

torney used the copy which had been furnished to him; judgment was ordered by the referee in plaintiff's favor, and both copies of the minutes were returned to him; after the findings were settled he sent all the papers, including the two copies of the stenographer's minutes, to plaintiff's attorney; the stenographer, having made out a bill for \$1,099, then saw the plaintiff's attorney and insisted that he should pay the whole bill, and, being asked to try to obtain payment of one-half of it from defendant's attorney, declined to do so on the ground that the bill could not be divided; plaintiff's attorney then obliged himself or the plaintiff to pay the whole bill, and presented a bill of costs to the clerk ³ with the whole bill included in it, defendant's attorney objected to the taxation of the whole bill, but consented to the taxation of one-half of it, and it was thereupon so taxed; defendant's attorney then applied to plaintiff's attorney for a loan of one copy of the minutes for the purpose of preparing a case, and plaintiff's attorney declined to comply with the request; thereupon, by agreement between the two attorneys, the plaintiff's attorney delivered to the defendant's attorney one copy of the minutes, being paid by the latter one-half the stenographer's bill; the letter from the plaintiff's attorney to defendant's attorney sending such copy of the minutes, contained the statement that the copy was sent without prejudice to any right the plaintiff might have to tax the other half of the cost of the minutes in case he should succeed upon the appeal. Defendant's attorney now moves for a retaxation of the costs, and asks that one-half the stenographer's bill, which was allowed, be stricken out. Upon this state of facts, I think the case of *Ridabock vs. Metropolitan Elevated R. Co.*, 8 App. Div., 309, is controlling. Plaintiff's counsel, in order to get either the

(1) For report of this case see 33 Miscellaneous Reports (N. Y.), p. 354.

(2) Notice how each of the following clauses, down to, and including that ending with word "appeal," is pointed off with a semi-colon. These clauses are recitals of the facts upon which the decision is founded. This form of punctuation is a prime favorite with lawyers in setting forth recitals in judgments, orders, decrees and similar documents.

(3) Clerk of the court in which the action was pending.

original or a copy of the stenographer's minutes for use on the appeal, was obliged to promise and did promise to pay to the stenographer the whole amount of his bill, \$1,099, upon the claim made by the stenographer that the bill could not be divided. It thus appears that neither the original nor the copy could be retained by the plaintiff's attorney without promising to pay the whole bill, and, as the original minutes were necessary for the preparation of amendments and were actually used in such preparation, plaintiff under the *Ridabock* decision, was entitled to tax the other half of the stenographer's bill. I see no reason why he should not be allowed to tax the other half of the stenographer's bill, which he was bound to pay."

This question was passed upon by the Supreme Court, at a Special Term held in Onondaga County, New York, last December, 1 when the Court held that a disbursement for stenographer's minutes necessary to enable the respondent to prepare amendments to a case and exceptions, and made where he could not obtain the use of the appellant's copy, is taxable by the respondent. There the question arose upon a motion to review a taxation of costs, the court clerk having struck out of the respondent's bill of costs an item of \$110 paid by him for a copy of the stenographer's minutes. The respondent urged upon the court Rule 32 of the general rules of practice of the (N. Y.) Supreme Court, which provides, "If the party proposing the amendments claims that the case should be made to conform to the minutes of the stenographer, he must refer, at the end of each amendment, to the proper page of such minutes." The Court said: "It is quite evident, in view of this rule, that the disbursement in question was a necessary and proper one; but whether it is such a disbursement as is taxable according to the course and practice of the Court is by no means clear." The Court then proceeds to discuss and analyze the various decisions on the question, finally reaching the conclusion that the *Ridabock* case (referred to and cited in the preceding case) and other cases decided in New York City, should be followed, and the disbursement allowed to be taxed.

(1) *Park vs. N. Y. C. & H. R. R. Co.*, 33 Miscellaneous Reports (N. Y.), page 320.

Reporting Objectionable Remarks of Counsel.

THE N. Y. Appellate Division of the Supreme Court in two decisions has emphasized the necessity for watchfulness by court reporters of, and, when necessary, recording, improper remarks of district attorneys in opening and closing arguments to the jury. In both cases, in which these decisions were rendered, the defendant was convicted, but the judgments of conviction were reversed by the Appellate Court because of the intemperate language indulged in by the prosecuting officer while addressing the jury.

In the first case ¹ the district attorney stated to the jury: "If in your judgment you believe this man guilty, then I want you to have the nerve to vote him guilty, and if you do, then I will put him upon the stand as a witness, and if he will tell the truth about it, and use him as a witness against the true criminal in the case, and I will ask the court to suspend sentence upon him."

The Court held that this language was so prejudicial to the defendant as to require the reversal of the judgment of conviction, and such judgment was, accordingly, rendered.

In the second case, ¹ beside remarks derogatory of the defendant ² (proof of which the Court held would not be competent even if the district attorney had offered evidence thereon), the district attorney, in summing up, criticized the defendant's counsel in this very pungent language: "I said that the evidence, as developed in this case, shows and will justify the reputation which he ³ has got of fixing witnesses, and that I had heard that within the last two or three years he had tried to shake off the reputation which he had of fixing witnesses and sometimes jurors." The district attorney then, as stated by him, by way of illustrating the importance of jurors be-

(1) *People vs. Smith*, 55 Appellate Division, page 368.

(1) *People vs. Milks*, 55 Appellate Division, page 372. (2) This is the correct term. "Prisoner" is obsolete in New York State. (3) The defendant's counsel. (4) At page 386. (5) "Quasi"—"A Latin word signifying 'almost.' It marks the resemblance, and supposes a little difference between two objects." *Bouvier's Law Dict.* (6) See note 2 above, and section 7, N. Y. Criminal Code.

ing above suspicion, asked the jury to suppose that, after a panel had been drawn, the defendant's counsel had taken his family to the home of a hotelkeeper drawn on the jury; had spent the day there and had hobnobbed with the hotelkeeper and spent his money there, and the next day got him on the jury. The district attorney also stated that the defendant's counsel had defended ope Smith, and the alleged perjured witness, and insinuated that the expense of their defense was defrayed by the defendant, and called attention to the fact that the defendant was not sworn in his own behalf. The Court held that these statements were calculated to prejudice the jury against the defendant, and required the reversal of the judgment of conviction, and that the withdrawal of some of these statements by the district attorney, when they were objected to by defendant's counsel, did not cure the error.

The Court in this opinion ⁴ quotes, with approval, these remarks of another court: "Language which might be permitted to counsel, in summing up a civil action cannot, with propriety, be used by a public prosecutor, who is a ⁵ quasi-judicial officer, representing the people of the state, and presumed to act impartially in the interest of justice. If he lays aside the impartiality that should characterize his official action to become a heated partisan, and, by vituperation of the prisoner ⁶ and appeals to prejudice, seeks to procure a conviction at all hazards, he ceases to properly represent the public interest, which demands no victim and asks no conviction through the aid of passion, sympathy or resentment."

The appellate courts of New York State, in the review of records of judgments of conviction, exhibit a growing tendency to require prosecuting attorneys to conduct criminal trials in accordance with the tenor of the preceding paragraph. Hence, court reporters should be alert, in reporting such trials, to record language which violates the principle there enunciated by the Court. If possible, this should be caught when the words are uttered. It is awkward to obtain a repetition by the speaker, and to

attempt it, often precipitates another wrangle between counsel. ¹



I NOTE that my friend Patrick J. Sweeney, Esq., lawyer, stenographer and educator of New York City has assumed charge of the Amanuensis Department of *The American Phonographic & Literary Journal*. If the young people will listen to the sage advice and valuable suggestions that my friend will lay before them, I am sure they will profit thereby. If Friend Sweeney can infuse a wee bit of the optimism with which Dame Nature has so generously endowed him, into his readers, he will accomplish a good deal. But then, I know that he has a whole lot of other good things "up his sleeve," which will make their appearance in due time.

WHAT is the matter at Butte, Mont? It seems that the position of stenographer in Judge Clancy's District Court is worth from \$4000 to \$5000 a year. Judge Clancy has the power of appointment. According to the newspapers, His Honor refuses to appoint a resident of Montana. Attorneys claim that, inasmuch as the appointee under the Montana Code becomes an "officer," the appointment of a non-resident would be in violation of the State constitution which provides that such an officer must have resided in the State for at least one year before appointment. What are the objections to Montana stenographers, and particularly to those at Butte?

The Bar Association of the District of Columbia has adopted a resolution authorizing the appointment of a committee to prepare a bill to present to Congress providing for two stenographers in the Circuit and two in the Criminal Court of the District. The Bar is of opinion that there

(1) These cases were tried in 1899 at Little Valley, N. Y., in the County Court of Cattaraugus County, which is embraced in the Eighth Judicial District of New York. The supreme court official stenographers in that district are Mark F. Bensley, George H. Thornton, Irving F. Cragin, Richard W. Walsh, Charles H. Bailey, Robert C. Chapin, residing respectively at Buffalo, N. Y., and H. F. Glisan, residing at Fredonia, N. Y. Probably neither of these gentlemen reported the cases, as their duties lie in the supreme court. The trials were undoubtedly reported by Miss Hattie Horton, of Olean, N. Y., who appears to be the County Court stenographer.



Is it not about Time to Stop?



WE refer to the frequency with which paragraphs like the following appear in daily, weekly and monthly publications throughout the country:

"Nowhere does incompetency show more than in many of the stenographers who have been turned out by the colleges within the last two or three years. The study of stenography originally presupposed a knowledge of spelling, ordinary punctuation and grammar; but it is hard to find these qualifications in many of those now posing as stenographers. Of course, there are exceptions, but we allude to the mass."

The natural inference is that the rank and file of stenographers are strangers to the rules of grammar, punctuation and spelling alike; and it is no wonder that most of the reading public regards the stenographer as the greatest living example of poor orthography and punctuation and indifferent expression.

Why our profession should be singled out for so much attack we fail to see, and we contend that, in proportion, there are no more incompetents in it than in any other profession; the field is wide and the competents far outnumber the other class. Granted, the errors of a stenographer are more on the surface than are those of any other worker, such as the book-keeper, telegrapher, etc., and that this fact may form the basis of the favorite and frequent diatribe and ready anecdote,—however, when we think of the multitude of sins of spelling and composition on the part of many business men, which the stenographer covers up, we raise our voice in her defence, and repeat the ques-

tion which forms the title of this paper,—
"Is it not about time to stop?" If some profession must be criticised, then give another than stenography a chance; it has enjoyed a monopoly too long and desires a change!

What Shall we Wear in the Office?

Elizabeth Davidson in the New Century Journal.

"MR. H. has a new stenographer—she dresses like a banker's daughter." This remark naturally provoked the smile and jest it was intended to call forth, and while I could not but feel that we stenographers have a perfect right to spend our earnings on fine clothes if we choose, I regretted that my unknown sister worker has arrayed herself in such a manner as to attract the attention of a passing acquaintance of her employer.

Few, if any, of us enter upon the career of stenographer and typewriter for the mere love of work or money. We do so because it is necessary, and is it not therefore, ridiculous for a young woman to go to her daily work in the disguise of a fashionable lady of leisure?

On the other hand, it is not essential that the wage-earning woman should be conspicuous by shabby, unfashionable, slovenly or unbecoming attire. It is the duty of every woman, whatever her station in life, to clothe herself as becomingly as possible, endeavoring, though, to dress not only according to her means, but in keeping with the place she occupies in the community. Neither is it essen-

tial that the stenographer or office clerk should be uniformed like a housemaid or mill-hand. The unsightly, long, black muslin apron, with oversleeves to match, is as much out of place in the modern business office or the study of the literator as a gown of delicate hue and texture would be in factory or mill.

The most becoming dress for a young woman who spends the best part of her life in a business office would be that which attracts the least attention—black, for instance, or dark blue; but as our means will not always permit of our buying a special gown for business purposes, and we are usually compelled to appropriate last year's best dress to everyday use, would it not be well to select our materials, especially winter fabrics, with a view to next year's needs, leaving the lighter woolen or silk garment to be purchased in the spring, with a view to adapting it for evening or home purposes the following autumn and winter?

Notes from the Field.

HELEN KELLER, the deaf and blind, but no longer dumb, student, who is now in her freshman year at Radcliffe College, has been promoted in the English class on recommendation of the professor of English on account of her extraordinary progress in studies. Her examination papers are written out on a typewriter that produces raised letters, and she reads the questions by touch. The answers she writes with her own typewriter, operating it at great speed.

MISS ALICE RANK, Canton, O., who has heretofore acted as clerk for Mayor Robertson, recently accepted a position as stenographer with the Canton Bindery Co.

MISS BELLE NORBURY is a successful teacher of shorthand and typewriting in Warwick, N. Y.

THE Northfield, Conn., Knife Co. has secured the stenographic services of Miss Florence Baisden.

SAYS the Countess of Aberdeen: "Women have invaded the trades to such an extent as to lead to the enactment of legislation for their special protection. In education and literature, in the finer crafts and in the arts, they are an increasingly important factor. In scientific research they have won renown. They are in all the professions save the military, and they influence even that by their usefulness as nurses in repairing the great ravages of war. Woman has certainly moved fast and far during the Nineteenth Century."

THE office of the Diana Knitting Co.'s new mill in Johnstown, Pa., is now in charge of Miss Hazel De Golia.

MISSSES Mae Reardon and Rachel Greene, of Glen Fall, N. Y., recently took a post-graduate stenographic course at the Saratoga Business Institute.

MISS ADA CROSSETT, of Janesville, Wis., has accepted a position as stenographer in the Iowa State Agricultural College.

THE *Herald Dispatch* of Utica, N. Y., recently stated: "Miss M. Agnes Ryan, who has been employed as stenographer in the office of T. B. Bassellin for the past eight months, has resigned her position and accepted one at Plattsburg. She has made many friends here who wish her success in her new field of labor."

THE study of law is urged upon women by Miss Helen Gould, herself a graduate of the law department of the New York University. In a recent address she said that such a study would enable women to meet their needs in business and in the administration of trust estates, as well as for its value in general culture and as a higher study for women's mental development.

THE stenographer of the Sioux Milling Co., Sioux City, Ia., is Miss Mabel E. George.

MISS MARY L. KINGSBURY, of Bangor, Me., who some months ago graduated from the Bangor Business College, has taken a position as stenographer in the office of Judge Louis C. Stearns. Miss Lisa T. Arey, of the same city, is serving as stenographer for Mrs. Harriet Wirt, Manager of the Bangor Viavi Co.

MISS NINA ELMS of St. Johnsbury, Vt., has secured a stenographic position at Barton Landing.

UNTIL recently Miss Bertha L. Gies was the stenographer of the Republican Iron & Steel Co., Youngstown, O., but is now acting in a similar capacity with the Youngstown Iron, Sheet and Tube Co. She is regarded as a painstaking and capable stenographer, and has entered her new field with the best wishes of her many office associates and friends.

THE Young Women's Christian Association of Columbus, O., is doing good work in training young stenographers in spelling, punctuation, capitalization and speed.

MISS KATE J. KIERNAN recently entered upon her duties as stenographer to Mr. Kurt Rudolph Sternbergh, President of the Deer Park Brewing Co., Port Jervis, N. Y. This is in the nature of a promotion for Miss Kiernan and congratulations are therefore tendered her.

IDA E. TURNER.

Department of Practical Grammar.

By PROF. JAMES F. WILLIS, 1427 Euclid Ave., Phila., Pa.

Author of "Punctuation and Capital Letters."

AN EXERCISE THROUGH WHICH SKILL MAY BE HAD IN THE CORRECT USE OF ADJECTIVES AND OF ADVERBS.

Adverbs expressing manner are usually formed from adjectives by suffixing LY; there are also many adjectives having this LY suffix, a few of which follow: Curly, early, manly, daily, lowly, unruly, kingly, likely, lovely, stilly, weakly, bodily, lonely, weakly, sickly, deathly, monthly, saintly, beastly, cleanly, earthly, orderly, womanly, beggarly, cowardly, friendly, matronly, princely, fatherly, heavenly, masterly, motherly, ungainly, mannerly, unsightly, negligently, leisurely, neighborly, sprightly, gentlemanly.

There are many adjectives and adverbs similar in form, a few of which are the following: All, ill, low, out, off, dear, easy, full, loud, over, slow, wide, back, deep, fair, high, just, most, soft, even, fast, hard, long, more, sure, very, near, only, clean, plumb, close, quick, short, wrong, clear, right, sound, light, swift, still, sweet, mighty, bright, little, smooth, straight.

There are some adverbs that have both a form ending in LY, and a form similar to adjectives; the following are a few of these: Dear, dearly; deep, deeply; even, evenly; easy, easily; full, fully; high, highly; hard, hardly; ill, illy; loud, loudly; most,

mostly; neat, neatly; near, nearly; clean, cleanly; close, closely; clear, clearly; false, falsely; light, lightly; quick, quickly; bright, brightly.

Direction.—In the following sentences ending in LY, point out those that are adjectives and those that are adverbs; of the former, there are fifty.*

His account sounded *likely*. Even as a child she looked *sickly*. They treat him *beastly*. He always kept *mannerly*. I live free and *manly*. Still the sun looks *kindly* on the year. Keep the understanding *orderly*. They maintained the contest *weakly*. The path I walked felt *kindly* to my feet. I cannot lift the child up *fatherly*. Think virtue *kingly*. They entertained him *friendly*. She grew gentle, sweet, *womanly*. Show not yourself *ungainly*. *Timely* he flies and gains the *friendly* shelter of the wood. She went toward them full *matronly*. We stigmatize the conduct as *cowardly*. They *cowardly* turned their backs upon the enemy. She nursed the child *motherly*. The night passed bright and *stilly*. These

*Here subjoined are a few rules and relative remarks upon the use of adjectives and adverbs: From Hill's THE FOUNDATIONS OF RHETORIC.

"The question whether to use an adjective or an adverb is determined by the rules of thought rather than by those of grammar. As a rule, it is proper to use an adjective whenever some form of 'to be' or 'to seem' may be substituted for the verb, an adverb when no such substitution can be made.

From Reed and Kellogg's HIGH SCHOOL GRAMMAR.

"Whether adjective or adverb—The only guide seems to be this: If the word is to modify the subject, use an adjective; if to modify the verb, use an adverb."

From Gould Brown's THE INSTITUTES OF ENGLISH GRAMMAR.

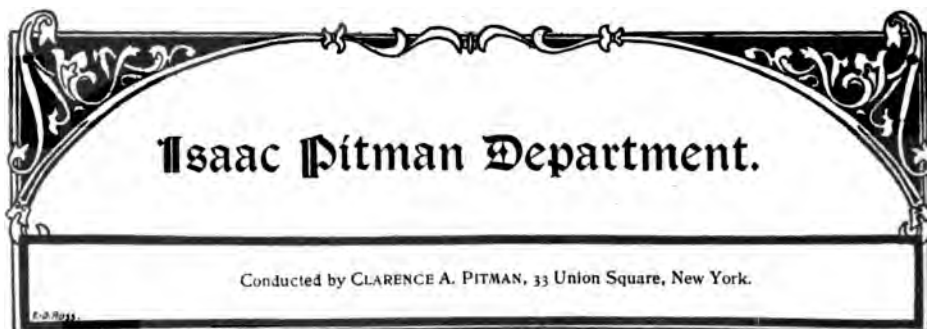
"In order to determine in difficult cases whether an adjective or an adverb is required, the learner should carefully consider whether QUALITY or MANNER is to be expressed: if the former, an adjective is proper; if the latter, an adverb."

women will stay *lonely*. A flock of sheep *leisurely* pass by. He lived *princely* in valor and kindness. I never saw a face more *lonely*. We'll ask thee *mannerly* for the money. Judge if this be *neighborly* dealing. Wilson was born *lowly*. His heart beats high and *irregularly*. Thou dost chide me *friendly*. They went home very *orderly*. We do such work *poorly*. This fellow lived idle and *beggarly*. Leave nothing *unsightly*. They wounded him *mortally*. The women held their *womanly* ways sweet and fresh. This business *nearly* concerns you. How *masterly* are Virgil's strokes! He could not *readily* tread the way out. They thought our conduct *unruly*. Feel yourself *lowly*. This time was spent *manly*. Conduct yourself *gentlemanly*. I can sing a lullaby as *womanly* as the rest. They speak *readily* and *distinctly*. This shade has made me *kindly* with my kind. The struggle grew *deadly*. She arranged her hair *orderly*. A farmer found him *nearly* dead from cold. Cincinnatus wore his hair *curly*. Such sentiments are not thought *motherly*. Many a *lovely* look on him was cast. Heavy demands are made *yearly*. Gross intemperance kept him *beastly*. He took her *kindly* in his arms, and kissed her *tenderly*. They kept their reputation *cleanly*. They showed themselves *niggardly*. After the dark woods, the bright flowers and the sun seemed *friendly*. The sickness seemed *deathly*. He delights to dwell *beggarly*. Diffuse thy lights to dwell *beggarly*. Diffuse thy beneficence *freely*. I had a very *early* ambition to commend him. They inclined him to be *neighborly*. We did not give presents *niggardly*. Others promise more speed, but to it *leisurely*. We all considered such sentiments *gentlemanly*. The love of heaven makes one *heavenly*. The army became *unruly*. O Weed, thou art so *lovely* fair! During all these dire times, he acted *manly*. He lived and died *miserly*. The steward of a bounteous lord should not look *niggardly*. He confirmed his testimony *graciously*. My age stays as a lusty winter, frosty but *kindly*. They died *saintly*. Many bards tuned their voices *timely*. I'm glad you feel so *sprightly*. I did not get my appetite *princely*. He sent him *timely*.

Direction.—Of the following words in italics the greater number are adjectives and adverbs. Before doing this, read carefully the rules given in the preceding foot-note.

Swift's deafness made conversation *difficult*. He can't *long* be called *wrong* whose life stays *right*. They held *little* that was taxable. Hold friends *faithful*. Regard tale-bearers as *dangerous*. The *very* life seems *warm* upon her lips. The actions only of the just smell *sweet*. His great deeds shall become *monumental*. Light boats sail *swift*, but greater hulks draw *deep*. Let him be judge how *deep* I grow in love. Silas subsisted *aloof* from his former life. This is a salt unto humanity that keeps it *sweet*. Till he tell the story *true*, let the fairies pinch him *sound*. Your anger flies so *wide*. Paint the house *white*. The world misses us so very *little*. Set the clock just *right*. He had left his house *defenceless*. They found the child *ill*. He considers learning *strong* among them. The clustering nuts fall *free*. Work the flour *smooth*. The maidens stand *tall* and *erect*. Sit the pupils *close*. Pictures hung *crooked*. The altar fires blazed *high*. So *dear* I loved my friend. The Baltic fleet came home *safe*. He dwelt *deaf* to the voice of melody and power. The night closed *dark*. He guesses *right* of futurity. If the cakes ate *short* and *crisp*, they were made by Olivia. He takes my service *ill*. My mother played him *fair*. God sent winds *fair* from land. These summer airs blow *cold*. Roll paper *straight*. The head is held *erect* and *firm* when defiance is meant. Toss balls *high*. She saw her grandmother stand *clear* and *lovely*. One's own lines sound so *pretty* to one's own ears. Our men sang *low* but *long*. *Slow* rises worth by poverty kept *down*. The soldiers had worn their garments *threadbare*. The straws turn *yellow*. This time suits writers *ill*. *Light* lay years upon the untroubled head. He delivered Wildfire *safe* and *sound*. You washed your hands *white*. David kept himself *close* because of Saul. *Smooth* runs the water where the brook flows *deep*. They were *early* blighted in an *early* stage of growth.

(To be continued.)



THE Isaac Pitman system has been introduced into the Commercial Course of the Eastern District High School of Brooklyn, N. Y. The shorthand department is under the able direction of Mr. W. E. Finnegan, who has a class of over one hundred students. The "Complete Phonographic Instructor" is the text book in use, and it is generally conceded that no other work has been produced which will take as much labor off the teacher, and at the same time do as much for the student as this work. Among the numerous high schools now using the "Isaac Pitman Complete Instructor" in Greater New York, may be mentioned the following:

Dewitt Clinton High School, New York City.

Wadleigh High School, New York City.

Peter Cooper High School, New York City.

Evening High School for Women, 20th St., New York City.

Evening High School for Women, 93d St., New York City.

Evening High School for Women, 119th St., New York City.

Public Evening Schools, New York City.

Erasmus Hall High School, Brooklyn, N. Y.

Eastern District High School, Brooklyn, N. Y.

Manual Training High School, Brooklyn, N. Y.

Evening High School, No. 1, (Western District), Brooklyn, N. Y.

Mrs. A. LINNEMAN and Mr. Frank Krabacher, students in St. Joseph's College, Cincinnati, Ohio, have been successful in winning the Pitman Theory Certificate granted by Isaac Pitman & Sons. Brother Severin, C. S. C., an expert writer and teacher of phonography in the above college, is to be congratulated on the excellent work turned out in this institution, as well as the deep interest he is awakening in the useful study of phonography.

THE "El Economista Internacional" for January says: "The treatise of Spanish Phonography, by Guillermo Parody, pub-

lished by Isaac Pitman & Sons, is the most complete work of its kind published. It makes it easier for the student to acquire the necessary knowledge of phonographic writing, and is far superior. . . . doing away with many difficulties and saving time. This work recommends itself and the proof of its merit lies in the fact that six editions have been published already."

KEY TO GRADED EXERCISES.

CHAPTER 18, PREFIXES.

- 1.—Condole, convene, concede, condense, condemn, convey, comply, compass, compare, compromise, competent, compute.
- 2.—Inconstant, inconceivable, inconclusive, inconsideration, incomparable, incompetent, incommodious, unconfined, decompose.
- 3.—Discontent, misconceive, noncontent, reconcile, recompense, interfere, interpose, interdict, interval, interview.
- 4.—Magnify, magnanimous, magnitude, self-righteous, self-conceit, self-same, self-control, inspiration, instruct, inhabit.

2.

MESSRS. CUMMINGS & COMPANY, Providence, Rhode Island.

DEAR SIR: In compliance with your request contained in your recent favor we have instructed our salesman to interview you and trust he will convince you that it will pay you to engage to introduce our goods into your locality. We will not ask you to sign a contract, but you will recognize the fact that it will be advisable for you to do so.

Yours truly,

3.

DAVID MURRAY, Wooster, Ohio.

DEAR SIR: Your favor received and contents noted. We have just completed the shipment of your instruments and we feel certain that when you compare them with those purchased of other makers you will consider that we are competent to take in hand such contracts. We regret that the delay caused you inconvenience and trust that in future you will have no cause to complain.

Very truly yours,

Isaac Pitman's Complete Phonographic Instructor, 250 pp., \$1.50; a Phonographic Dictionary, with the shorthand forms for 60,000 words, \$1.50; Business Correspondence, Nos. 1 and 2, each 30 cents. Spanish Phonography, 101 pages, \$1.75. Pitman's 20th Century Dictation and Legal Forms, 256 pp., 75c. Published by Isaac Pitman & Sons, 33 Union Square, New York.

THE STENOGRAPHER.


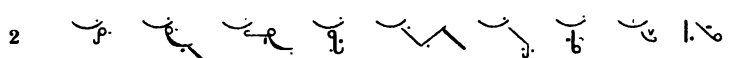
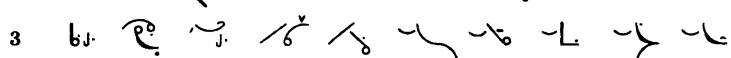
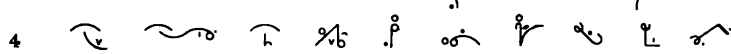
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ISAAC PITMAN SHORTHAND.

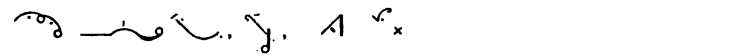


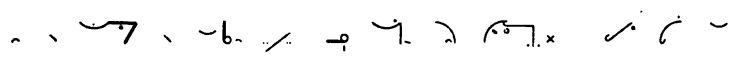
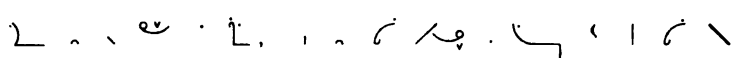

Graded Exercises and Correspondence on "Isaac Pitman's Complete Phonographic Instructor."

CHAPTER 18.—PREFIXES.


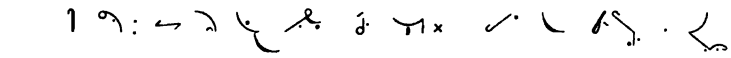
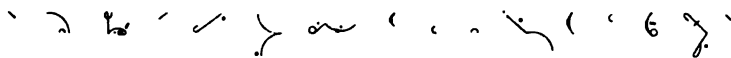
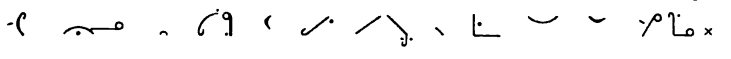
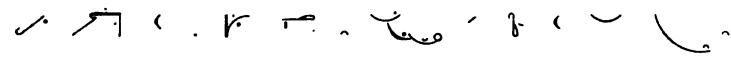

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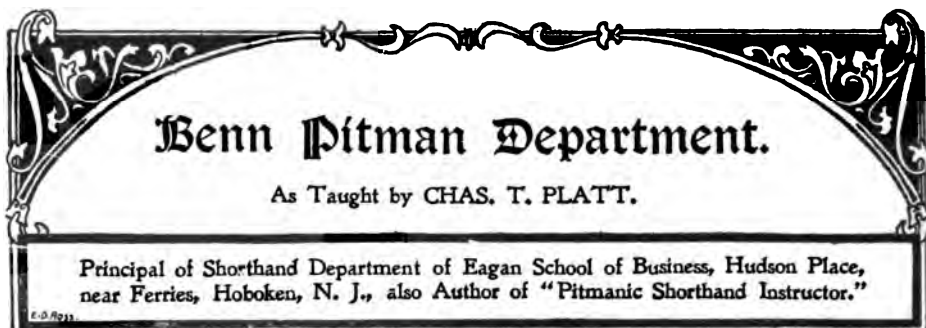
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Schools and others, desiring the services of experienced shorthand teachers, will please apply to Teachers' Bureau Department, Isaac Pitman & Sons, 33 Union Square, New York.



Sketch of Mark Twain.

(From San Francisco Bulletin)

(Continued from February number.)

— to listen as the cry came up: "Mark one," and finally, "Mark Twain." "That name had struck his fancy—it had a good twang, and that was the beginning of the pseudonym by which Clemens is known to fame the world over.

"Mark Twain's first signed articles had no reach, although they were characterized by a vein of humor that gave him a local reputation. Occasionally his work was quoted. He made a ten-strike in 1863, however, when he wrote the celebrated 'Hopkins Murder.'

"Mark' prepared an account of a horrible murder supposed to have been perpetrated in a big pine forest between Dutch Nick's and Empire City. Now, there isn't a tree nor a sign of a tree within fifty miles of there, and those two names refer to the same identical place. By way of explanation, let me tell you that the Bulletin at that time was warning people against speculation in such properties as the Dana Mine, in Nevada, and advising them to invest their money in concerns of known solidity in San Francisco.

"As Clemens told the story, Peter Hopkins, a saloon keeper, who lived with his family at Dutch Nick's read those Bulletin articles intently. He owned a block of Dana stock, and the next thing he did was to sell it and invest his money in a San Francisco concern, the

stock of which slumped immediately. Hopkins lost his fortune, went crazy, murdered his family in the big pine forest that didn't exist, and came riding into Empire City brandishing the bloody scalps of his wife and children. It was at this exciting point that the paper went to press.

"When I went to breakfast the next morning, I found Jack Perry, the Marshal of Virginia City, with the paper in his hand.

"'That's terrible,' he exclaimed.

"'What's terrible?' quoth I.

"'Why, that horrible murder at Dutch Nick's.'

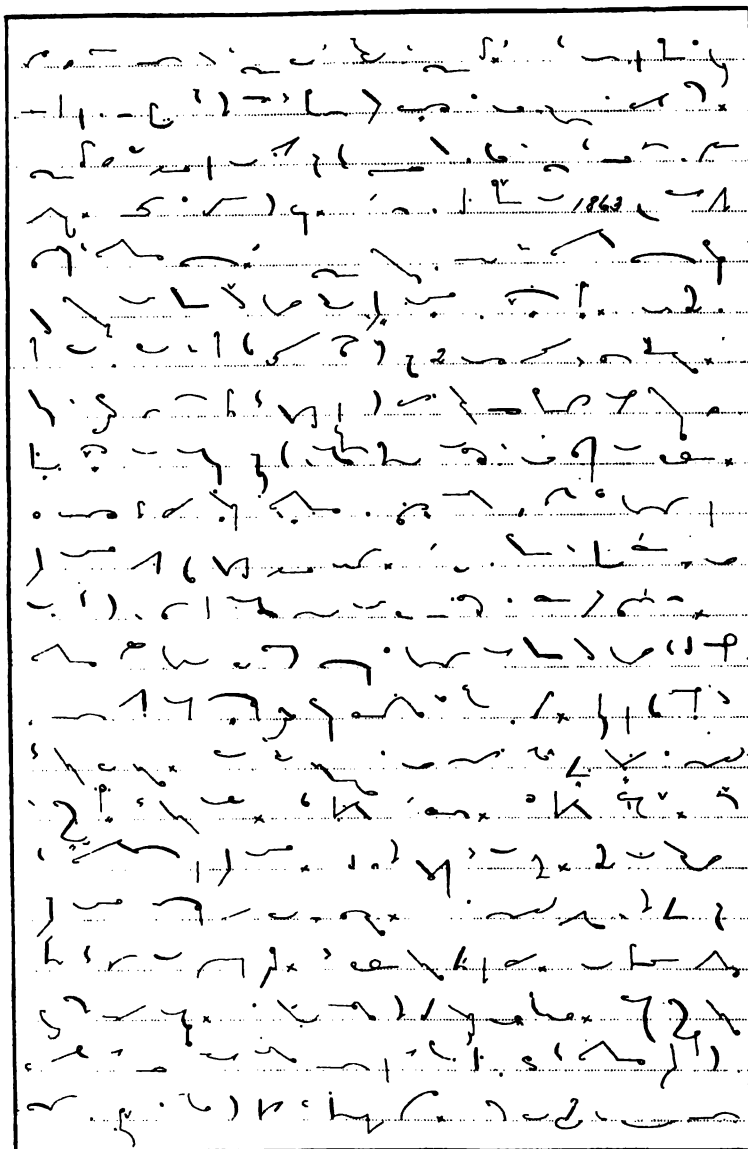
"'Don't you see the absurdity of the thing?' I asked. "There isn't any pine forest, and Dutch Nick's and Empire City are one and the same place.'

'The Marshal refused to see the joke, although he admitted that the whole thing looked strange.

"All the San Francisco papers jumped at the story. No telegraphic reports flashed over the country in those days. The pony express was the generally patronized news conveyance. When the other Virginia City papers were received on the coast, and when the Enterprise came out on the following day and explained that the Hopkins tale was merely a satire, the office was deluged with condemnatory letters. From one journal after another came—

(To be continued)

BENN PITMAN SHORTHAND AS TAUGHT BY CHAS. T. PLATT.



Gabelsberger-Richter Department.

Conducted by DR. RUDOLF TOMBO,

No. 587 Walton Ave., New York. President Gabelsberger Shorthand Society.

CORRESPONDING STYLE.

GENTLEMEN: I have been very busy since coming into the office weeding out what I considered undesirable business, and we have at this time about the same assets as shown on the 1st of January. I am advised, although I have not figured it myself that fully 40 per cent. of our business is sprinkled and if this is the case it seems to me that we should be able to make you a better return during the coming year; at least my efforts shall be guided in the direction that will be most satisfactory to all members of the company. If consideration and close attention to business will do it I mean it shall be done.

Yours truly,

GENTLEMEN: We are in receipt of yours of the 6th inst. and are very much astonished at its contents. The goods you mentioned were selected by Mr. Lewis and his brother-in-law here in the house, and we had nothing to do except to ship them. They mentioned at the time that some of the lots being rather large they would divide them up between the different stores. The two coats on enclosed bill have since been delivered to Mr. Lewis, and shipped with some other goods to the city. Under these circumstances we do not propose to take any of the goods back, as we are not doing business that way.

Yours truly,

REPORTING STYLE.

Extract of speech made by Ex-Judge John F. Dillon at the Celebration of the Centennial Anniversary of the Elevation of John Marshall to the Chief Justiceship of the United States, Albany, Feb. 4, 1901:

"A figure heroic majestic, super-eminent, venerable, and venerated, standing in unchallenged primacy in our legal, judicial and constitutional history, is that of John Marshall. When we refer to him in the Supreme Court, or when elsewhere we refer to that court, it is not necessary to name Marshall—we distinguish him by the title of 'the Great Chief Justice.' Pickney's saying is well known—that Marshall was born to be the Chief Justice of any country in which Providence should cast his lot, and he came to his own 100 years ago this day, when, at the first term of the Supreme Court ever held in the new Federal City of Washington, he put on his robes of office, took the oath to support the Constitution, (and well he kept it,) and assumed his place at the head of a tribunal which, in its short existence of eleven years, had already had three Chief Justices. He found the place one that no great lawyer coveted; he left it, after a continuous service of thirty-four years,

the most commanding, the most exalted, the most illustrious, judicial office the world has ever seen.

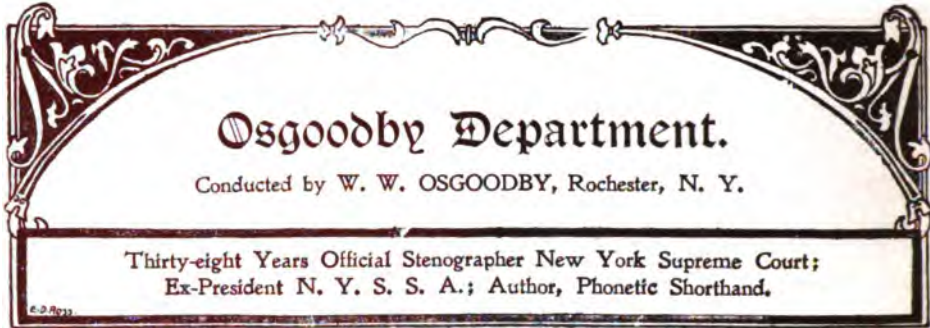
"Marshall was a self-made man. He never had the advantages of a regular and systematic education. He was graduated from no institution of learning. His professional training was so desultory and irregular that it is a marvel to this day how, under such circumstances, he acquired such a thorough knowledge of the principles of his profession.

"The Constitution, as it exists to-day, with the exception of the late amendments, is in form and principle the Constitution as it was fashioned by Marshall and existed at his death. He is, therefore, entitled to be regarded as something more than its mere expounder. He is, more than any other man, entitled to be called the creator of our Federal Constitutional law and jurisprudence.

"Each one of the cases he decided so vitally affecting the Constitution and the Union could have been decided the other way. Many lawyers and statesmen firmly believed, and earnestly maintained at the time, that they ought to have been decided the other way. On all these subjects Marshall's views have been finally accepted by the country, as necessary to the integrity and welfare of the Union, and are no longer disputed or challenged.

"Marshall drew upon his own intellectual resources, and his drafts were always honored. In the light of his own intelligence, like another Columbus, he sailed, with dauntless courage, into new and unknown regions, guided only by the great principles of right, reason, and justice, which he applied with equal caution and courage in the practical work of construing the Constitution. His opinions are wonderful examples of pure reasoning and logic and legal intuition.

"While the Constitution remains Marshall's fame is secure. It will grow with the growth and strengthen with the strength of the Union. We hope and believe that the Union of these States, bounded by two inviolable seas, will continue through uncounted years to diffuse its blessings upon us and our posterity. We cannot forecast the future. God's Providence determines the destiny of nations, and its workings are often as inscrutable as they are irresistible. It may be that the principles of American constitutional liberty shall become the right and birthright of distant peoples whose lands are washed by other seas and whose eyes look up to other stars. Certain it is that wherever our Constitution is or shall go, or wherever constitutional liberty shall exist on earth there will attend it and abide with it the spotless and honored name of John Marshall."



Contractions and Word-forms.

(Continued from February number.)

6. The learned Judge charged the jury that the plaintiff was required to furnish a preponderance of proof in order to maintain his contention—that he must prove, by testimony applicable to the case and satisfactory to themselves, every allegation constituting the cause of action set forth in his complaint. He remarked that they should not be influenced by sympathy, but should examine circumstantially each item testified to, the appearance and manner of each witness, and all the probabilities of the case, for the purpose of reaching a correct decision in accordance with the facts; and that, on the other hand, they must arrive at a determination without regard to any other influence, or any prejudice, remembering that all men are equal before the law. He referred especially to the handwriting of the signatures to a number of the memoranda and other instruments in writing, and gave them careful instruction with respect to the situation of the parties. He explained at length the question at issue, and described what would constitute an actionable offense against the plaintiff's rights. He instructed them that a mistake of judgment or a failure to comprehend his obligations, would disqualify a juror for discharging his whole duty, which was to deliver a verdict in accordance with the truth.

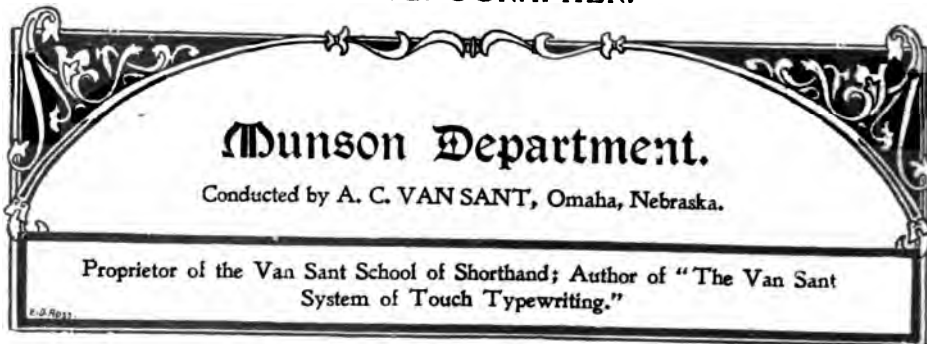
7. The President of the Commercial Bank is a very influential gentleman. He is universally respected. By the last will and testament of his deceased brother he was nominated as executor. The widow had expected to be designated as executrix, and she was indignant that her claims had not been recognized. Her brother-in-law disclaimed any desire for the position, and after the preliminary proofs had been taken he proposed to resign, and suggested that she be made administratrix. She was unable to furnish the necessary security, however, and by common consent of those interested he continued to act. It had been commonly believed that the deceased was very wealthy, but upon a particular examination of his accounts and the com-

pletion of the inventory, it was discovered that for a year or two before his death he was on the verge of bankruptcy, his business affairs being so involved that he was really of no pecuniary responsibility whatever. The family being thus reduced to poverty, the brother undertook to supply means sufficient to make them comfortable, and they will, during the next month, remove to a pretty cottage which he has built for them.

8. A peculiar subject of public interest is furnished in the published accounts with regard to the new rules issued by the general government in respect to transactions between citizens of different States, and particularly to financial arrangements between domestic corporations and mercantile houses which have heretofore been able to obtain a discrimination in prices for the transmission of freight over our great railways. Whether an exception will be made in respect of express companies is a question upon which no certain information has as yet been given. Within a day or two nominations of members of the commission will be sent to the Senate.

9. It is impossible to declare any reasonable suggestion why these companies should be excepted from a regulation of such import. Anything so extraordinary and questionable has heretofore been unknown as this supposed improvement in the administration of this part of the service. It is suggestive of direct and improper influence upon the person commissioned to take charge of postal affairs, entirely different and dissimilar to those which common people possess or are able to exercise to compel administrative officers to discriminate between them and others in the practical operation of a law, when we consider that it will confer upon these combinations a privilege so dangerous to the revenue. Why should anybody, engaged in any occupation, be thus punished, in the performance of his usual avocations, and the disposition of his manufactures or merchandise or exchanges?

(To be continued.)



Sleeping-car Owners' Liability.

THE question presented is the liability of a sleeping-car company for the loss of necessary wearing apparel of one who had paid the necessary sleeping-car charges, and was lawfully riding in one of its cars, which apparel had been placed in the care of the employes of the company. We find no case exactly in point, and as the question is a new one, not only in this State, but, to a great extent, in the other States of the nation, we are practically without precedents to aid us, and must adopt such rule as may seem just and equitable. It may be well to consider what the company undertakes to perform, and also what it does not undertake. The latter proposition will be considered first. It does not undertake to furnish the railway for its cars to run upon, nor the motive power to propel them, and hence is not entitled to compensation for the ordinary carriage of passengers. It does invite for hire all passengers holding first-class tickets to occupy its cars. In effect, it says to all such passengers: "We will furnish you safe, pleasant, commodious cars, with all possible facilities to prevent weariness and fatigue, with comfortable sleeping accommodations, and the necessary toilet facilities, if you pay the price demanded in addition to the ordinary fare." * * *

It will be seen that the engagement of the sleeping-car company, so far as it goes, is exactly the same as the duties assumed by an innkeeper. A passenger, on entering a sleeping-car as a guest—because that is what he is in fact—necessarily must take his ordinary wearing apparel with him, and some articles for convenience, comfort, or necessity. * * Except in the matter of furnishing meals, there seems to be no essential

difference between the accommodations at an inn and those on a sleeping-car, except that the latter are necessarily on a smaller scale than at an inn. In both cases the porter meets the traveler at the door, and takes whatever portable articles he may have with him. He waits upon him and the other passengers in the car so long as they remain therein. The traveler is not required to sit in his seat during the day, but may, if he so desires, go forward into the other cars of the train, and at stations may go out on the platform. A passenger in a sleeping-car need not avail himself of these privileges, but the fact that he may do so, and that many persons actually do avail themselves of the same, is well known to every traveler and to the company, and is a circumstance in the case. If it is said that it would be unjust to hold the company to the same liability as an innkeeper, because thieves might take one or more berths in a car, and at the first opportunity leave the car, carrying what articles they could steal before leaving, the same is true of an innkeeper. Thieves, in the garb of respectable people, may take rooms at an inn, and afterwards steal what they can, and escape, yet no one would contend that the innkeeper would not be responsible for the property so stolen, and this, whether it is stolen at night or in the daytime; yet in many of the large inns of this country at least, there are numerous doors for ingress and egress, while in a sleeping-car there are but two. *

* * So far as such services are rendered, they are the same in kind as those furnished by an innkeeper; and the security of travelers, and as a means of protecting them, not only against the negligence, but also against the dishonest practices, of the agents or employes of the sleeping-car company, requires that the company, so far as it renders service as an innkeeper, shall be subject to like liabilities and obligations.—Extract from opinion of Justice Maxwell in Pullman Palace Car Co. vs. Lowe, 44 N. W. Rep. 226.



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FRANCIS H. HEMPERLEY, President and Editor.
JOHN C. DIXON, Secretary and Treasurer.

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THE STENOGRAPHER is published in the interest of the Shorthand and Typewriting profession of the country; and all men, all systems and all machines will receive equal recognition in its columns.

The columns of THE STENOGRAPHER are always open to correspondents. We shall be glad to publish matters of interest to the profession in all its branches. Communications should be addressed to the Editor, who is not responsible for the opinions of correspondents.

THE STENOGRAPHER is a progressive journal, and the publishers will appreciate suggestions of improvement in any of its departments.

Issued on the first of each month.

Subscription: United States, Canada and Mexico, \$1.00 a year; other places in Postal Union, \$1.25 a year.

Advertising Rates furnished on application.

Editorial.

MISS IDA E. TURNER, editor of the Women's Department of THE STENOGRAPHER, has been elected Treasurer of the Pennsylvania Women's Press Association. Miss Turner is a personal exponent of the possibility of making a success in business work by a woman in a womanly way.

ALTHOUGH good phrasing is indispensable to high stenographic speed, comparatively few students have the nerve to master the subject by the unattractive method heretofore offered to them—the tedious memorizing of alphabetically-arranged phrase-lists. With his rare faculty for research and analysis, Mr. David Wolfe Brown, in his new book (advertised in this issue of our magazine) has reduced

this hitherto abstruse subject to clear, practical principles, and invites the student to familiarize himself with these principles by means of carefully prepared, progressive exercises. The young stenographer who accepts this invitation will not only make rapid improvement, but will find the study singularly interesting and attractive. That accomplished reporter, Mr. Fred Irland, says "There is no book like it in shorthand literature."

SOME of Mr. U. Grant Case's many friends gave him a complimentary farewell dinner, at the Continental Hotel, on the evening of Friday, February 15th, in view of his early departure to take charge of a new establishment in London, in the line which he has made so successful during his stay in Philadelphia.

Among those who sat down to the table and took an active part in the proceedings, were: John F. Soby, Toastmaster; T. A. Berry; W. W. Walters; John Cockert; H. W. Buse; Robert M. Johnston; Dr. J. P. Frey; George W. Dunn; Thomas C. Knowles; Stanley Grover; Hugo Guiler; James P. Lennon; F. C. Shoemaker; James Sproule; H. D. Jacobs; R. Seidelinger; Richard Mengert; Charles H. Beatty; H. P. Cassidy; Eli H. Eldredge; J. W. Geiger; H. S. McCormack; George R. Heisey.

THE Gabelsberger Shorthand Society of New York held its annual meeting at its rooms, 149 West 125 St., on January 30th. It is gratifying to see from the report of the Secretary that the Gabelsberger system, not only the original German, but also its excellent adaptation to English by H. Richter, is making greater progress in this country every year. The Society expects to publish a paper of its own, written in the English Gabelsberger system by the middle of this year. The Gabelsberger Department which has been published in THE STENOGRAPHER for the last seven years will, however, not be discontinued, as it has proven itself to be a good means of bringing the merits of the Gabelsberger system before the eyes of the shorthand profession of this country. The following officers were elected for the new year: Dr. R. Tombo, President; F. Grund, Secretary; E. Steinschneider, Treasurer, and F. J. Seiferling, Librarian. The Secretary will be pleased at any time to give information in regard to the work of the Society. His address is 445 Broome Street, New York.

In Press--to appear during the present month.

The Science and Art of Phrase-Making;

A SERIES of Practical and Progressive Lessons, designed to teach Phrasing by Principle, not by Rote; thus dispensing largely with phrase-memorization and enabling the young stenographer to make good phrases for himself.

BY..

DAVID WOLFE BROWN,

Official Reporter,

U. S. House of Representatives.

Author of "The Mastery of Shorthand," "The Factors of Shorthand Speed," etc.

**THE BOOK IS ADAPTED TO BOTH BENN PITMAN
AND GRAHAM WRITERS.**

Summary of Contents.

The twenty-six chapters embrace, among other practical topics, the following, fully illustrated, and with elaborate exercises:

Phrasing should be learned by principle, not by rote--by the original construction of phrases, not through alphabetically-arranged lists. The book exemplifies the daily practice of practical reporters. A convenient phraseogram is often a stenographic godsend. Good phrasing a special requisite in court reporting. Phrases defined. Simple phrases. Word-blending phrases. Broken phrases. Elliptic phrases. Composite phrases. Special phrases. The phrasing vocabulary. What words may be phrased, and what may not. Requisites of a good phrase. Sense relation. Fluent junctions. When may bad junctions be tolerated; how obviated. A good phrase is spontaneous. A hurried, spasmodic style to be avoided. Adaptation of phrases to particular writers. General rule of phrase position. When may the first word of a phrase be displaced? Should initial IS, HIS, AS, and HAS vary from regular position? Context an aid to word distinction. The law of safe ambiguity. Distinctions by position, by difference of outline, by vocalization. How positional distinctions may be lost and how supplied. Variation of outline. "Reporting license." Contra-normal convenience and speed sometimes preferred to normal convenience and slowness. The law of ellipsis. When may words be omitted in writing to be supplied by the sense in reading? Allowable ellipses classified and illustrated. Tick word-signs. The most useful connective expressions of the language. Hooks on ticks. The circle-word signs. Circles joined to ticks and brief W and Y word-signs. Coalescing of circles. Ellipsis of circles. Brief W and Y word signs, initial, medial and final. Initial W hook for WE and WITH. Proximity as a means of word indication. When may "of the" be thus indicated, and when not. "From time to time" and similar phrases. Indication of CON and COM. The terminations ING-A, ING-THE, etc. The L hook for WILL and ALL. L hook on

tick word-signs. ARE, OUR and OR, expressed by R hook. R hook on tick word-signs. WERE expressed by R hook. THERE, THEY, ARE, OTHER, WHETHER, DEAR, expressed by double-lengthening. Triple-length strokes. The use of N hook for ONE, OWN, THAN, BEEN, etc. The expression of TO, IT, WOULD and HAD by half-lengthening. NOT expressed by halving and the N hook. Initial NR as used in the phrases IN REPLY, IN RECOGNITION, etc. Expression of HAVE and TO HAVE by V hook. V hook for OF. The "N curl" to express IN, IN HIS, etc. Use of the loops to express IS IT, AS IT, IS THERE, AS THERE, etc. The MB and ING strokes to express MAY BE, MAY BE THERE, ING-THERE, etc. Special methods of writing particular words and expressions. Irregular phrases, their uses and characteristics; when justified; how constructed. List of irregular phrases of general utility. List of general phrases.

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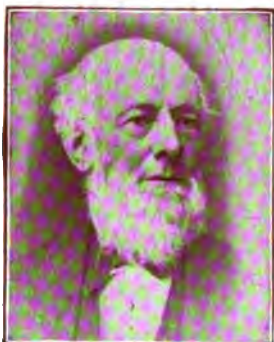
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Mr. Hemperley was raised in "St. John's Lodge, No. 1, Town of Providence and Rhode Island Plantation," in November, 1876.

Worshipful Master of Phoenix Lodge, No. 130, F. and A. M., Phila. Pa., 1896

Most Excellent High Priest Temple Chapter, No. 248, R. A. M., Phila., Pa., 1893

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Grand Royal Arch Captain of, the Grand Chapter of Pa., 1896-1900.

Member of Committee on Correspondence of Grand Chapter.



VOLUME XVI.

PHILADELPHIA, APRIL, 1901.

NUMBER 4.

Willis N. Tiffany.



WILLIS N. TIFFANY, official court and convention reporter, of Phoenix, Arizona, is one of the ablest and most wideawake advocates of the shorthand pro-

fession in America. On his way to the Put-in-Bay convention of the National Shorthand Reporters' Association, of the executive committee of which he has been a member since its organization, he was taken sick in Chicago, being confined to his bed with tonsillitis, his absence from the convention being greatly deplored.

Mr. Tiffany was born at La-Crosse, Wisconsin, April 9, 1869. His parents removed to Minneapolis in 1871, which was

his home until 1895. He was educated in the common schools, but at an early age found employment in different mercantile houses. In 1887 he worked his way through a commercial course and later on took an academic

course in Hamlin University in a similar manner.

In 1892 his attention was directed to shorthand, which he learned entirely by himself at a time when he was carrying five heavy studies at school most of his shorthand being acquired after 11 o'clock at night.

In the fall of 1892 he secured a position in St. Paul as stenographer in the office of James J. Hill, president of the Great Northern Railway. Here he was promoted and occupied various positions until 1895, when he accepted an appointment with the Mexican International Railway, but not finding the customs of the people of Mexico to his liking, he soon after removed to



Phoenix, Arizona, where he has since resided, and where he served as private secretary to the governor until he resigned to accept the appointment of official reporter of the third judicial district

court of Arizona, at the hands of Hon. Webster Street, Chief Justice, which position he now occupies.

Mr. Tiffany is a Graham writer. He has had much experience as a convention reporter. His journey from a five-year-old motherless child to his present enviable position has been fraught with that *very hard work* and *earnest effort* which are the secrets of success in life, no matter how small the beginning.

KENDRICK C. HILL.



SIGN YOUR NAME WITH INK, AFTER THE TYPEWRITTEN SIGNATURE.

Now that all prejudice against typewritten business letters has disappeared, and little of it is left even against personal communications put on paper in the same eye and labor saving way, it behooves every correspondent to perform the one task for which the antique pen is still always utilized—the signing of his name—with especial care. In the old days the reading of written proper names was always harder than that of the rest of a letter, where the context gave assistance, but one could usually puzzle them out, after a greater or less expenditure of time and temper, by comparing their hints at letters with similar signs in the known words that appeared above. In the case of the typewritten and hand-signed epistle resort to this expedient cannot be had, and the result is that oftener than now and then the recipient of a delightfully legible communication cannot even guess from whom it comes. This makes patience-wrecking trouble, we know from experience, in newspaper offices, and doubtless it does the same thing in other places. The difficulty could be very easily remedied, even by those who are unable or unwilling to write their names plainly. All they need to do is to typewrite, or have typewritten, the signature in the proper place, and then to make under it for purposes of authentication the blind maze of lawless lines which suggests a name—if the reader knows what the name is. This is a little matter, but an important one, sometimes, and the considerate, that is the courteous, correspondent will bear it in mind, particularly as it imposes no extra labor on himself and takes a lot of it away from those to whom he writes.—*N. Y. Times*.

ONE by-product of the Hell of War in the Tropics is a demand for stenographers in the Government service in the Philippines. At the request of the War Department some time ago, the Civil Service Commission "certified" thirty young men who had passed the examinations for stenographers and typewriters. Twenty-four of the thirty kicked implacably when told that they were expected to go to the Philippines. We should have thought that the offer of a long voyage to a strange country and of \$1,200 a year would have been more attractive. But homekeeping youth have ever homely wits. A special examination is to be held on a day yet to be designated and it is safe to say that there will be plenty of candidates. Men who speak Spanish as well as English will, of course, have the preference, and returned volunteers who have tamed the climate and laugh at the hot and the wet. To unmarried young men of the proper qualifications and having some sinack of adventure, the chance seems tempting.—*N. Y. Sun*.



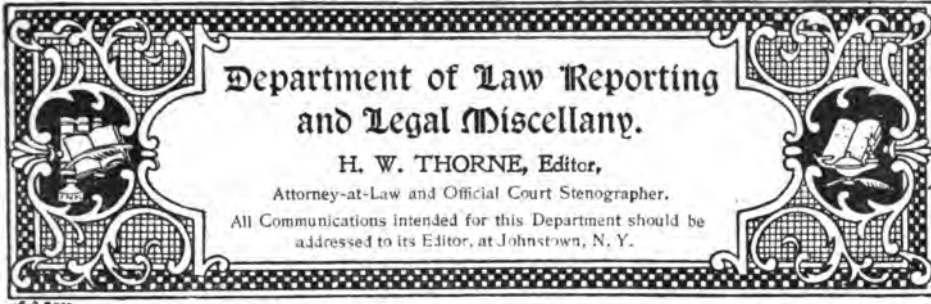
TYPEWRITING BY TOUCH.

FRANK RUTHERFORD, of New York city, an expert stenographer and typewriting exponent recently gave an enjoyable lecture to the students of the Rochester Business Institute this morning. He represents Wyckoff, Seamans & Benedict. After demonstrating how great speed may be obtained by operating typewriter keys with all the fingers of both hands and without watching, the keyboard, he called his assistant, Master Middendorf, a 15-year old boy, into the room.

The lad took dictation and transcribed the notes at sight, and without so much as glancing at his machine. To show that he was not writing something which had been practice for the occasion, others in the room were given the opportunity of dictating letters, which were rapidly transcribed.—*Post Express*, Rochester, N. Y., March 20, 1901.



Rila Kittredge, of Belfast, Me., champion small writer of the world, has retired from the field, leaving a record of 46,000 words written with a common steel pen on an ordinary postal card. In 1889, he wrote the entire New Testament, about 181,000 words, upon four postal cards. Mr. Kittredge never used any magnifying glasses or other aids. Some specimens of his work was shown at the Paris Exposition.



Vagaries of Witnesses.

VES, witnesses are queer conundrums," said a prominent attorney this morning. "No two are just alike. You might roughly divide them into three classes, the timid, the would-be humorous and the bold. Women are found in the first class, rarely in the third, and never in the second. It is peculiar that a timid woman witness should differ so greatly from the male witness under this head. To explain: A timid man becomes confused, speaks in an undertone, forgets his name and can be made to answer any question contrary to his belief. He is afraid of the judge, overwhelmingly polite to the court attendant, and tries to conciliate the attorney on cross-examination. If he is called by the plaintiff he is a thing of joy to the defense. He has one redeeming feature; he is generally believed by the jury. Despite his contradictions and vague memory, some in-born instinct tells the jury that he is honest. You never find a perjurer in this class. Now the timid woman is actuated by the same fears, but shows it in a different manner. She is strictly on the defensive, has grave suspicions as to the designs of the court, is bellicose toward the attendant and eyes the jury defiantly. She cannot conceive that she is merely a factor in the case. She believes she is the case. All pivots upon her testimony, and all are in league against her. She forgets the identity of the attorney calling her into the case, and can never be taught that a simple 'yes,' or 'no' is better than a garrulous statement. The opposition sometimes enjoys a woman witness, but old attorneys approach gingerly. For despite her fear of the court, it is purely personal, and is

in no way incited by respect of custom. So, she is inimical to the judge, snaps him up, replies sarcastically to all interrogations in some such form as this:

"Was I on South avenue on the 13th? Well, I wasn't on Jefferson avenue, or Monroe avenue."

She detests a direct answer. But when a calm, cool, fearless woman is on the stand she makes an ideal witness. She never indulges in repartee, never rambles, but is merely an accurate machine.

"The joking witness is to be dreaded. He never aids his own side, and he never contributes to the welfare of the opposition. He is merely tiresome. It is surprising how many men try to pose as Sam Wellers on the stand. When the court can stand his broad humor no longer and squelches him, he becomes a meek witness. He is promptly relegated to the first class. In fact, you might say he was an abnormal growth of the first class.

"The third class is a paradox. It contains the perjurers, and the truthful witnesses. Here are found the hard-headed businessmen, professional men and experts. Here are also found the criminals, the degenerates and falsifiers. The latter are usually driven into sullen reticence and are discredited by the jury. The others are recognized as men knowing what they have to tell, and will tell it truthfully.

"Attorneys take all these classes into consideration, and if they be not fledglings, conduct their examination accordingly.

"Yes, witnesses are queer things, and to the student in psychology present an interesting mental nut to crack."—*Rochester Express*.

IN the opinion in the case of *Neukirch vs. Keppler* (reported 56 N. Y. App. Div., 225) it is stated that "the stenographer's minutes of the proceedings before the governing committee were lost with the exception of a small fragment thereof. That may be an unfortunate circumstance, but the loss of those minutes is sufficiently accounted for." The minutes referred to were taken before the governing committee of the New York Stock Exchange. Neither the name of the stenographer who took the minutes nor the circumstances attending their loss appears in the reported case, which has just been published.

COURT Stenographer James Requa, Brooklyn, was recently called upon in his court (Part III Supreme Court) to take the testimony of a witness who lay prone upon her back. The stenographer sat beside the witness the better to hear and catch her gestures, while the respective lawyers in the case gather about the stretcher upon which the witness reclined. The action was brought to recover \$75,000 for injuries to the plaintiff's spine, technically known as traumatic disease of the spine. Beside much medical expert testimony stenographer Requa encountered another interesting feature in a deaf and dumb witness, whose testimony was obtained through two interpreters, one representing plaintiff and the other defendant. The plaintiff's interpreter acted as the medium of communication, while the other closely watched the interpretation. There were occasional clashes between these functionaries. Instead of complicating and making harder the stenographer's work, interpretation affords a breathing spell.

MR. John M. Thomas, of Savannah, Ga., an able writer of the Isaac Pitman system, was recently appointed official reporter of the Eastern Judicial circuit of his State, succeeding Col. Geo. T. Cann, who for many years had filled the office with ability and fidelity. Mr. Thomas is popular and capable. The office pays between \$1200 and \$1500 yearly.

THE Stenographers and Typewriters Union of the Greater New York was recently organized at a secret meeting in 27 Avenue B., N. Y. City. The following were elected as temporary officers: Jacob Klein, President; J. Patykosky, Vice President, and Henry P. Nelson, Secretary.

The new organization decided that none would be eligible for membership who had not good references as to ability and had not held or were holding positions. Women will be eligible as members on equal terms with men, the motto of the union to be "Equal pay for equal work."

A mass meeting of stenographers and typewriters was called to elect permanent officers, adopt a constitution and by-laws, and enroll members. All applicants for membership must communicate with Secretary Nelson at Room 525 Tract Building, 150 Nassau Street.

THE Supreme Court of Pennsylvania heard argument on the appeal of Benjamin S. Banks from the decision of Common Pleas Court, No. 4, restraining him from using the name "University of Philadelphia" for his school of book-keeping, etc. The Commonwealth contended that by the use of the name he was holding himself out as a corporation without warrant of law. The Court held the matter under advisement. Most all States have enacted similar laws. The New York statute provides that "No person shall * * * carry on or conduct or transact business * * * under any assumed name or under any designation, name or style, corporate or otherwise, other than the real name or names of the individual or individuals conducting or transacting such business, unless such person or persons shall file in the office of the clerk of the county or counties in which such person or persons conduct, or transact, or intend to conduct or transact such business, a certificate setting forth the name under which such business is, or is to be conducted or transacted, and the true or real full name or names of the person or persons conducting or transacting the same, with the post office address or addresses of said person or persons." (1) This statute applies to schools and colleges of shorthand and typewriting.

THE law stenographer, during epidemics of contagious diseases, is peculiarly exposed to the same, inasmuch as he comes in very close contact with witnesses and other persons, residing at different parts of the territory within which he plies his vocation.

H. W. THORNE.

(1) Punctuation the same as in the statute. Violation of this statute is made a crime.



The Legal Stenographer and Her Chances.

THE claim that a young man can be much more useful to the lawyer as a secretary may be true where there is considerable outside work, or much "circulating around in courts," etc.; but for general inside work, the "odds are about even," or, if anything, in the young woman's favor. Just as in the case of the physician's secretary, the lawyer's stenographer can assist him in finding and marking book references to certain cases; and that she shall have mastered all legal forms, etc., is a "foregone conclusion;" the same may be said of legal terms, Latin and otherwise.

It is a fairly easy step from the secretaryship to the reading or study of law; and we are glad to see a growing disposition among young women employed in lawyers' offices to adopt the "Blackstonian art." As to the field for women in law circles, a portion of a magazine article by Miss Ella Hubbard Young, a young lawyer, will be apropos:

"I differ decidedly with the statement that women are needed in law as in medicine for the services they can render professionally to women; I am convinced that such statement cannot be defended. Possibly, in divorce cases, for certain limited causes, and on a petition for separate maintenance for cruelty in certain forms, a woman might prefer to disclose her unhappiness in a woman's office; but at the trial or hearing that follows, the facts come up again before a court full of men, with the only woman present, in all probability, the court stenographer; there is this final and inevitable publicity. * * * Given the same amount of experience, I know of nothing at the court or at the office that a woman can do

for her client that a man could not also do, and equally well. * * * If any college girl thinks that in the legal profession she will find the best expression of her capabilities, let her study law; but if it does not mean just that to her, then let her never undertake it. * * * The emphasis is laid on the wrong point at issue when women are urged to enter any profession because few women are earning their livelihood therein. The emphasis, rather, should be that a college girl should find what she can do with the nearest approach to satisfaction in the result, and should be urged to do that. Given a certain amount of talent in certain environment, and from that your maximum capability, and the value of it all depends upon putting it to use, no matter in what direction the talent lies, whether in the more or the less unoccupied professions.

"The problems of women as a factor in the business world are never to be solved unless their energy is rightfully employed and without waste. The entering of the sex question in occupations and professions is to be deprecated. The fundamental point at issue is not, shall women do this or that, but shall any profession be arbitrarily closed to anyone. So, if I were writing an article on the choice of a profession, I would say, do anything you are sure you have a liking for and a talent to make the doing a success. You will need no justification if you succeed, and if you see the probability of succeeding, you can well afford to await the justification."

There is a true ring about all of the foregoing quotations, but especially so respecting the entrance of the sex question into occupations and professions. 'We hope the time will soon come when the quality of the

THE STENOGRAPHER.

work done will be the chief consideration, rather than the sex of the worker; we are journeying towards this much to be desired end, and each can do her part in hastening the day.

A Successful Lawyer.

WE had hoped to present the photograph of Mrs. Margaret R. Knipe, attorney-at-law, Norristown, Pa., in connection with the foregoing sketch of "Women before the law"; but that not being possible, we shall have to be content in offering a sketch of her life, with the belief that her career will prove an incentive to other women whose "inclination and environment," as Miss Young says, make the profession of law possible.

Mrs. Knipe, who before her marriage to Mr. Irvin P. Knipe, a lawyer, was Miss Margaret Richardson, graduated from the High School of the Borough of Norristown, and two years later entered the shorthand department of the Pierce School in Philadelphia. After a few years' work as an amanuensis and general shorthand reporter, she became one of the Court reporters of Montgomery County. Upon applying for registration as a law student, opposition developed to the idea of allowing a woman to study law in that County, and the Board of Examiners refused to allow her to take the preliminary examination; later, however, in an opinion handed down by Judge Weand, the Court made an order to the desired effect. She was finally admitted to practice at the Norristown Bar in 1898, and to that of the Superior Court in December, 1900, and to that of the Supreme Court in February, 1901.

We congratulate Mrs. Knipe upon her progress and in predicting for her a brilliant future, feel assured that her determination and effort will make the pathway easier for all other women whose inclinations lead them into the domain of law.

Association Corner.

SAYS "Printers' Ink:" "Awakened to the fact that they have been laboring in a field where greater profits are possible, the women of Chicago who act as purchasing agents for out-of-town customers have completed an organization to be known as the Association of Purchasing Agents. The

new Association proposes that its women members go on the road as agents and take orders from regular customers, as does the ordinary traveling man. In this way they expect to create a new line of business, which they hope in time will rival the mail-order system."

Personal Notes from the Field.

Miss Roselia Sweet is now shorthand and typewriter in the Brooklyn (N. Y.) Department of Education; she was formerly employed by the Bureau of Municipal Statistics.

Miss Mertie Veazie, of Brewer, Me., is acting stenographer at the Augusta House, Bangor, Me., during the sessions of the legislature; while Miss Ethel Hodgkins is at the State-House, serving as stenographer of President Hamlin and Secretary Dunbar of the Senate.

Miss Nellie Calderwood has added stenography to her book-keeping knowledge: she formerly served as book-keeper for her father at Thompsonville, Conn.

The stenographer in the office of Mr. Willard Young, of Hazelton, Pa., is Miss Bessie Knickerbocker.

Some weeks ago Miss Emma Vanderoeff obtained a stenographic position with the well known New York publishing house, Funk & Wagnalls, and has already done so well that she was recently promoted.

Miss Jessie Hess has been appointed stenographer and typewriter in the passenger and freight office of the A. & H. Railway, at Rensselaer, N. Y.

Miss G. L. Hugentobler of Hartford, Conn., has been engaged as stenographer and typewriter for the executive department during the legislative session. She occupied the same position under Governor Lounsbury, and her re-appointment is, hence, quite a compliment to her.

The Ohio Brass Co., of Mansfield, Ohio, has secured the stenographic services of Miss Ella Bissel.

A new student of stenography is Miss Lora Braden, of Montezuma, Ia., and we learn that she is making gratifying progress in the art.

The new stenographer of George W. Gower, Esq., County Attorney for Somerset County, Me., is Miss Mary L. Wrenn of Bangor.

Miss Minnie L. Jones, of New Haven, Conn., has taken a position as stenographer in the Courier office, Great Barrington.

Miss Lulu Eggleston of Utica, N. Y., is now doing stenographic work for the Sherrill Silk Factory.

IDA E. TURNER.

Department of Practical Grammar.

By PROF. JAMES F. WILLIS, 1427 Euclid Ave., Phila., Pa.

Instructor in Grammar, Rhetoric and Etymology.

(Continued from March number.)

Kind hearts are *more* than coronets. I'd have you *sober* and *complaisant*. Let fame from brazen lips blow *wide* her chosen names. I saw the snow fall *fast*. Shadows fall *deep* and *cold*. Scrub floors *clean*. Draw the curtains *close*. Scrape the edge *even* and *smooth*. This silken thread drew him *safe* to the bank. Charlotte Bronte struck *deep* into the heart of her time. The whole country lay *open* to inroads. It was easy to stand *firm*. I would have young things *merry*. The wretches shot La Salle *dead*. Stand *clear* of party politics. They hired themselves *out* for bread. Keep your mind *close* to your vocation and your avocation. The colors hold *fast*. I shall search my sheep *out*. They found the water too *deep*. I would have made my letter *shorter* if I could have kept it *longer*. Drink *deep* or taste not the Pierian spring. I prized his friendship *rare*. He died for heaviness that his cart went *light*. The count has made himself *cheap*. Thy lord went forth *sickly*. True nobility lives *free* from fear. The brook flows *still* and *clear*. The hail fell *plumb* on their heads. Major found the party very *slow*. He steered himself *free* from abuse. Speak *short* and have as *short* despatch. Death for noble deeds makes dying *sweet*. He must have the boy *out*. Fix penalties *heavy*. Thy enemies shall lay thee *even* with the ground. Friends grow *neener* as age grows *long*. Cruisers lay *eager* for the attack. They did not send the men *heavy* with booty. When he speaks *fair*, believe him not. Those eyes see *clear* by night. I created him *right* and *just*, though *free* to fall. Neither count I my life *dear*. Draw the lines *perpendicular*. The rebels deserted their trenches *fast*. Truth looks

freshest in the fashion of the day. The wanderer grows *fierce* and *restless*. The flowers in the pictures look *real*. He was hopeful of becoming *busy*. He believed abuse *essential* to triumph. I have known men *happy* enough at ridicule who appeared *stupid* at graver subjects. Fix thy sword *sure* within thy hand. The roses hung *fresh* and *fair* over the fence. Orchards looked *lazy* with neglected plenty. Build the temple *high* but *solid*. Good mental powers render their possessor *quick*. I promise to set all this matter *even*. I then had six hundred pounds a year *clear*. He can't play his cards *fair*. Mow the grass *close*. Call her face *fair*, not *pale*. Buy houses *cheap*. Every sprite hops as *light* as bird from tree. He regarded freedom too *high* a condition for them. How *slow* the old moon wanes. It may cost thee *dear*. They tend to keep men *single*. Cook eggs *soft*. Walk through the room *soft*. Serve the dinner *hot*. Love works no *ill* to one's neighbor. Render study *agreeable*. It seems *long* since we *first* lay down. So *sound* he slept that nought could wake him. My companion left the way *clear* to him. The golden moon shone *bright*. Deem such actions *heroic*. This fire burns *steady*. They have us *fast*; we can't escape. Sciences flourished *early* in Thebes. Five dollars shall see thee *clear*. I feel *sure* of my audience. He showed himself *strong*. One end was made *fast* to a pole. Wipe dishes *dry*. Dye the cloth *blue*. He made the change *quick* as thought. I will lay thee *flat*. We term as *right* the things done *well*. Whatever makes us *better* or *happier*, God places either *open* before us or *close* to us. They furnished milk *pure*. All the houses were furnished *neatly*. Dress maidens not *gaudy*.

PREPOSITIONS.

The following is based upon Reed and Kellogg's "Higher Lessons in English," and "High School Grammar."

Prepositions introduce phrases, and show what relation in sense the chief word in the phrase has to the term modified.

The following are the phrases in common use; it may be profitable to make short sentences in which each preposition is aptly used:

Aboard, above, across, after, against, along, amid, amidst, among, amongst, around, at, athwart, before, behind, below, beneath, beside, besides, between, betwixt, beyond, but, by, down, ere, for, from, in, into, of, on, over, past, round, since, through, throughout, till, to, toward, towards, under, underneath, until, unto, up, upon, with, within, without.

Many of these prepositions become adverbs by omitting the nouns which follow them; see how many in the above list can be thus used.

Several prepositions have participial forms—*concerning, during, excepting, notwithstanding, regarding*, etc.; construct sentences in which these participial forms are used as prepositions.

There are a few of what are called compound prepositions—*according to, as to, because of, instead of, out of*.

But, except, and save are sometimes prepositions; it may be profitable to consult a dictionary to see when these three words are used as prepositions.

Almost all prepositions express very many relations; therefore, "he should be a man of wide and careful reading who assumes to teach that only such prepositions, and such only, should be used with certain words."

We are forbidden by some persons to end a sentence with a preposition; to use *between* with more than two nouns; to use *around* with verbs of motion; to use *of* after the adjectives *all, both, and whole*: yet, by consulting a dictionary and carefully observing the writings of the best authors, one will properly conclude that these persons are not supported by usage in thus proscribing these uses. "That grammarian exceeds his commission who marks out a path narrower than the highway which good-usage has cast up." When the relative pronoun *that* is the chief word in a prepositional phrase, the preposi-

tion introducing *that* can be placed *only* at the end of the sentence. Here are subjoined a few sentences to illustrate this use.

Time is the stuff that life is made of.

He dances well that fortune pipes to.

Take them in the order that they stand in.

Comfort is the soil that human beings thrive on.

In life, contentment is the utmost that we can hope for.

Consult the dictionary to see how these prepositions in pairs differ in use;—*between*—*among, beside—besides, in—into, in—at, on—upon*.

Consult the dictionary to see how the following italicized words are used with the words after which they are placed:—*abide at, by, with*; *accommodate to, with*, *advantage of, over*; *agree to, with*; *angry at, with*; *anxious about, for*; *argue against, with*; *arrive at, in*; *attend on or upon, to*; *careless about, in, of*; *communicate to, with*; *compare to, with*; *consists in, of*; *defend against, from*; *die by, for, of*; *different from*; *disappointed in, of*; *distinguish by, from*; *familiar to, with*; *impatient for, of*; *indulge in, with*; *influence on, over, with*; *insensible of, to*; *sat besides*; *many besides*; *inquire after, for, into, of*; *intrude into, upon*; *joined to, with*; *liberal of, to*; *live at, in, on*; *look after, for, on*; *need of*; *obliged for, to*; *part from, with*; *placed in, on*; *reconcile to, with*; *regard for, to*; *remonstrate against, with*; *sank beneath, in, into*; *share in, of, with*; *sit in, son, or upon*; *smile at, on*; *solicitous about, for*; *strive for, with, against*; *taste for, of*; *touch at, on or upon*; *useful for, in, to*; *weary of, in, with*; *yearn for, towards*.

In the May edition of THE STENOGRAPHER, the cautions relative to prepositions shall be treated.



Capital Practice for Touch Typewriters.

By W. W. STICKLEY.

AQUARIUM, BUSILY, CZAR, DUMB, EUNICE, FAHRENHEIT, GUERNSEY, HUMANITY, IMMUNE, JUNCTION, KUKLUX, LUNG, MAMZER, NAZARETH, OMNIBUS, PUNY, QUIZZ, RUNROUND, SUNBURN, TASMANIAN, UNIQUE, VERMIN, WINDY, XENOPHON, YOUNG, ZEBULON.

Lowercase: Memnon, brevity, should, quotation, Norman.



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THE STENOGRAPHER is published in the interest of the Shorthand and Typewriting profession of the country; and all men, all systems and all machines will receive equal recognition in its columns.

The columns of THE STENOGRAPHER are always open to correspondents. We shall be glad to publish matters of interest to the profession in all its branches. Communications should be addressed to the Editor, who is not responsible for the opinions of correspondents.

THE STENOGRAPHER is a progressive journal, and the publishers will appreciate suggestions of improvement in any of its departments.

Issued on the first of each month.

Subscription: United States, Canada and Mexico, \$1.00 a year; other places in Postal Union, \$1.25 a year.

Advertising Rates furnished on application.

Learn Shorthand at Home.

WE are receiving very many applications from young people for instruction in Shorthand at Home.

To all inquirers we reply that it can be done. Some of the leading shorthand writers in the profession have mastered the art from the text-book without the aid of a teacher. Of course, it is a slower plan. A good teacher or a good shorthand school helps one along more rapidly. But anyone who is thoroughly in earnest, and possesses the requisite qualifications, can become a good shorthand writer without the aid of the living teacher's immediate presence.

THE STENOGRAPHER will recommend a text-book, and the editor of THE STENOGRAPHER will give assistance and advice without charge to all who are subscribers to the

magazine, upon receipt of a self-addressed prepared envelope. In the course of a few months you can become a fair writer or shorthand in this way and then, by a reasonable amount of practice, you may become an expert.

THE *New Century Journal* quotes our Miss Turner's article from THE STENOGRAPHER on "Is it not time to stop?"—referring to the habit of assuming that graduates of shorthand schools are expected to be incompetent. We are pleased to know that our contemporaries appreciate the good work which Miss Turner is doing. The Women's Department of THE STENOGRAPHER should find its way into the home of every woman in the country. It is full of helpful advice and suggestion.

THE following note from Mr. Osgoodby, will explain the absence of his department in THE STENOGRAPHER for April.

"DEAR MR. HEMPERLEY:

I have been so busy in court during the past month, that it has been impossible for me to prepare copy for the April STENOGRAPHER. My court is in Rochester, and every spare moment outside of the sessions has been required in reading copy to fill urgent orders.

I am sure you will kindly excuse this lapse—the first one."

THE new *Smith Premier Catalogue* is the very handsomest thing of the kind which has recently come to our notice. Printed upon the finest paper, in colors, with artistic designs combined with mechanical illustrations and clear textual explanations, it reaches very far into the field of absolute success. Such treatment of such a subject thoroughly satisfies the innate desire for harmonious combination of intrinsic merit and worthy external presentation.

MR. HORACE G. HEALEY, formerly connected with the *Illustrated Phonographic World*, has become associated with the editorial department of *The Student's Journal*. We had the pleasure of meeting Mr. Healey recently, and was favorably impressed with him. We congratulate Mr. Sexton upon having secured his services.

STUDY CORRECT ENGLISH. "The Rev. ——— is about to resign the pastoral charge of the people to whom he has so long ministered to their great regret."—*Correct English*, Chicago, Ill.

WE note that the general office of the Smith Premier Typewriter Company, in Philadelphia, has been changed from 723 Chestnut street, to 23 S. Eighth street (just above Chestnut), and is in charge of Mr. Earl L. Virden, Manager.

OUR old friend, W. K. Tewksbury, of Washington, D. C., has an interesting article on "Orthoepy," in the February number of *Correct English*. Mr. Tewksbury will be remembered by many of the readers of THE STENOGRAPHER as a former valued contributor to its pages.

WE are in receipt of a copy of the Universal Dictation Course, prepared by W. L. Musick, Springfield, Mo., made up of letters relating to twenty-six different businesses, together with legal papers, depositions and testimony from civil and criminal cases, arranged with complete vocabulary of words and phrases (with proper shorthand outlines) preceding each collection or business, to be practised before taking dictation in that business, and adapted to all of the Pitmanic systems, with a book for each system.

After a careful examination of this book it seems to us that it is eminently adapted

to promote mastery of the ability to do amanuensis work in a comparatively brief time. We understand the price of the book is \$1.50, postage paid.

THE *Phonetic Journal* of February 16, graces its Portrait Gallery with a half-tone cut of Mr. W. H. Jones, F. Inc. S. T., general secretary and treasurer of the Incorporated Association of Shorthand Teachers of England. Mr. Jones is well-known as a successful teacher in Manchester. He has made a valuable record as a writer and is appreciated as a worker. He is the British representative for THE STENOGRAPHER.

MR. GEORGE C. PALMER, Attorney-at-Law and Official Court Reporter Chattahoochee district, Columbus, Ga., in writing to the editor of THE STENOGRAPHER acknowledges his thanks for the cut and sketch of himself, prepared by Mr. Kendrick C. Hill, and presented in our March issue. Mr. Palmer says: "I wish to thank you very much for this flattering notice and to assure you of my high appreciation of the prominence given me in your magazine. I have been a reader of your magazine for several years, having first subscribed to it through a local newsdealer, and for the last three or four years have received it direct from you. It always contains items of great interest to me and, in my opinion, no stenographer can afford to miss it."

WE are under obligations to Mr. Charles M. Miller for a copy of the "Miller Reading and Dictation Book," written in Gregg Shorthand. This book was prepared expressly for use in the Miller School, 1133-1135 Broadway, New York City. The plan of the book is what one would expect from such a thoroughly practical man as Mr. Miller. The important word and phrase outline is given in the vocabulary preceding each letter and legal document. By faithful practice in reading and writing, as directed, the persevering, conscientious shorthand student is bound to succeed.



Chapter V.

We will now try to explain why the Resources and Liabilities account balances. Let us look for a moment at our Trial Balance. The figures in it are all footings of account columns. Instead of using these footings we could have obtained a

trial balance by taking only the *difference* between the footings. We have arranged such a trial balance of differences in parallel columns with another of the usual type.

TRIAL BALANCE.

| | OF TOTALS. | | OF DIFFERENCES. | |
|--------------------------------|------------|---------|-----------------|---------|
| Henry Brown, | | 5000. | | 5000. |
| Real Estate, | 2000. | | 2000. | |
| Merchandise, | 2836. | 209.03 | 2626.97 | |
| Bills Payable, | 100. | 400. | | 300. |
| H. Anderson & Co., | 500. | 600. | | 100. |
| F. Horner, | 26.03 | | 26.03 | |
| Bills Receivable, | 32. | 12. | 20. | |
| First National Bank, | 1812. | 900. | 912. | |
| Jas. Snell & Co., | 115. | 300. | | 185. |
| Totals, | 7421.03 | 7421.03 | 5585.00 | 5585.00 |

Instead of taking a trial balance of differences in one operation, we could have taken it in sections; balancing each section by taking the differences of its footings, and carrying these differences down from one section to the other. Let us divide the Trial Balance of Differences we have taken into sections as shown by the dotted lines and go through the operation described.

The difference between the in and out columns of the first section is \$373.03, the out column being the greater. Bringing this down to the out column of the second section, we get a difference in this section of \$747, the out column again being the greater. Bringing this \$747 down to the out column of the third section we find that its columns balance as they should.

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TRIAL BALANCE OF DIFFERENCES IN SECTIONS.

| | | |
|---------------------------------|---------|---------|
| Henry Brown, | 2000. | 5000. |
| Real Estate, | 2626.97 | |
| Merchandise, | 363.03 | |
| Balance, | | |
| | 5000.00 | 5000.00 |
| Balance brought down | | 373.03 |
| Bills Payable, | | 300.00 |
| H. Anderson & Co., | | 100.00 |
| F. Horner, | 26.03 | |
| Balance, | 747.00 | |
| | 773.03 | 773.03 |
| Balance brought down, | | 747. |
| Bills Receivable, | 20.00 | |
| First Nat'l Bank, | 912.00 | |
| Jas. Snell & Co., | | 185. |
| | 932.00 | 932.00 |

This kind of trial balance may be divided into any convenient number of sections, it matters not how many; and the last section will always balance. Now, this is just the method used in making up the Loss and Gain and the Resources and Liabilities accounts; they both together being a sort of trial balance of differences,

in two sections. It only differs from this, in that the difference of the columns in the first section instead of being carried directly to the second section, is carried to it through the proprietor's account by adding it to its proper column in that account, and so making the difference between the columns of that account different from what they previously were.

TRIAL BALANCE OF TOTALS.

| IN | OUT | | |
|------------------|------------------|-------------------------------|----------|
| Real Estate | | | |
| | | TRIAL BALANCE OF DIFFERENCES. | |
| | | H. Brown | |
| | | IN | OUT |
| Merchandise | | Real Estate | |
| | | | H. Brown |
| Bills Payable | | Merchandise | |
| H. A. & Co. | Merchandise | | |
| F. Horner | | | |
| Bills Receivable | Bills Payable | | |
| First Nat. Bank | H. A. & Co. | F. Horner | |
| | Bills Receivable | Bills | |
| | First Nat. Bank | Payable | |
| | J. S. & Co. | First Nat. Bank | |
| | | J. S. & Co. | |

We will now try to explain by the aid of diagrams why a trial balance of differences balances. Let the sections of columns represent the different amounts in the columns of the Trial Balance of Totals and the Trial Balance of Differences and all the sections together, in each column represent their totals. We may imagine these columns to represent rolls of silver dollars, each roll containing as many dollars as the trial balance indicates, and all these rolls labeled and placed one upon the other as in the diagram. Both columns will then evidently be of the same height, since they contain the same number of dollars. We will now take out of both columns in Fig. 1, the packages marked Merchandise, set the packages both on end, cut off the longest even with the shortest and place back into the column it came from the piece cut off from the longest which will contain \$2626.97. Since we have now kept pieces of equal length out of both columns, and since both columns were the same length before, it follows that while they are both

ADVERTISEMENTS

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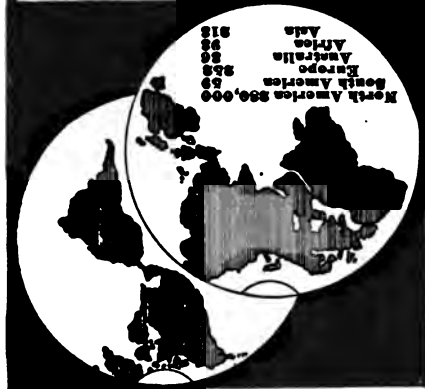
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Shorthand at Home.

BY CHAS. T. PLATT.

(L and R Hooks.)

(Continued from February number.)

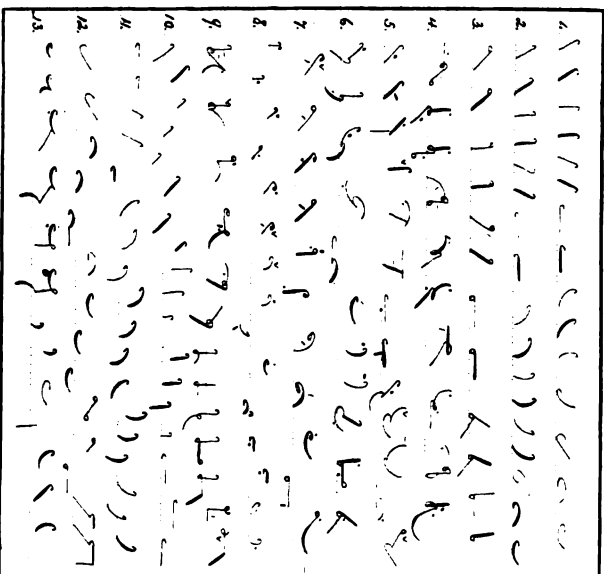
1. (a) Beginning hooks are used for L and R when these sounds coalesce with preceding consonants; that is, when no vowel sound separates them from preceding consonants, as in "play," "pray," etc. (b) Non-coalescing cases are "pale," "pair," etc., for which L and R stems are used.
2. (a) L is expressed by a large hook on Ray, Em, and En; and by a small hook in all other cases. The L-hook is turned by the L motion on all stems except Em. Line 1 shows the L-hook signs, viz.: Pl Bl Tl D Chl JI Ki Gl Fl Vi Thl Shl Rl Ml Nl. (b) The hook is made large on Ray, Em, and En to avoid conflict with the coalescent-hook signs Wer, Wem, and Wen. (c) Shl (up) never stands alone; it is only used when a stem joining manifests its upward direction.
3. (a) The R-hook is small on all signs except Lay, on which it is made large to avoid conflict with the coalescent-hook sign Wel. It is turned by the Right motion on all signs except Nr. Line 2 shows the R-hook signs, viz.: Pr Br Tr Dr Chr Jr Kr Gr Fr Vr Thr Dthr Shr Zhr Lr Mr Nr. (b) The stems of Mr and Nr are shaded to distinguish these signs from Wem and Wen. (c) To avoid conflict with Mr and Nr, hooks are not placed upon Emp and Ing. (d) To avoid conflict with Fr, Vr, Thr, and Dthr, hooks are not placed on Ar, Way, Ea, and Zee.
4. On isolated STRAIGHT stems, the circles may cover and include the R-hook. In such cases the R-hook is said to be IMPLIED, as the simple circles would be written on the other side. See line 3: Spr Shr Str Sdr Schr Str Skr Sgr. In all other cases the hooks must be clearly shown.
5. (a) Spr is joined to Chay or Jay, and Skr is joined to Tee or Dee, as shown at the end of line 3. The circle is turned on the first stem by the Left motion, and the second stem is struck from the top of the circle without hitting the pen. In other combinations, the hooks are clearly shown; see line 4: Express, display, distress, lustrous, whisper, visible, gospel, physical (fiziki), mistrust, dayspring. (b) The loop appearance produced in writing "Gospel," "dayspring," etc., need cause no apprehension, as the loop between crossing stems is never read for "g," but for "g" or "z" only.
6. Any L or R hook sign may be halved to add either T or D.
7. The following words further illustrate the L and R hook theory (line 5): Play, blow beetle, idle, Mitchell (Mitch), cudgel (cull), clay glow, play-fut, Anal, official (oshsh), camel, spiral (6) preacher, treasure, favor, Schiller, clamor, honor (our), either, author, journal, disgrace, Jasper (7) supply,

supper, sable, sober, consider, saddle, suffer, summer, slinger, screw, sprinkle (8) treat, trade, sprite, spread, split, supplied, fright, fraud, shrewd, honored (ourd), humored (yumrd), great, greed, dead, threat.

8. Line 9 presents some common contractions; viz.: Trustworthy, I trust you will, extreme, exclusive, messenger, passenger, transmit, transact, transfer, transgress, transcribe.

9. In-curl in combination with R-hook circles. See line 9. Instruct, inscribe.

10. Word Signs—(line 10) Appear, belong, particular, part, opportunity, remember, number build-t, until, tell-till, told, doctor, dear, during, toward, care, call-equally, difficult-y, (11) accord-ing-ly count, child, children, guard, full-y, from, for, our, over, every-very, favor, value, either, there-their-they, are, other, sure, assure, pleasure (12), fall, rely, Mr.-mere-remark more, mark, million, near-not, manner, owner, surprise, split, secure, regard, forget (13) in order, in order that, in reply in reply (to) your, in receipt, in receipt (of) your, there would (therd), there ought (therawt), in all, at all, of (ov) all, by all, with all.



Scott Browne Department.

By DR. HOWARD E. RANDALL,
Assistant Principal, Palmer College, 916 Betz Building, Phila.

"Veritati."

Handwritten shorthand notes on lined paper, including the phrase "Veritati" at the bottom.

Who pardoned the thief on the verge of

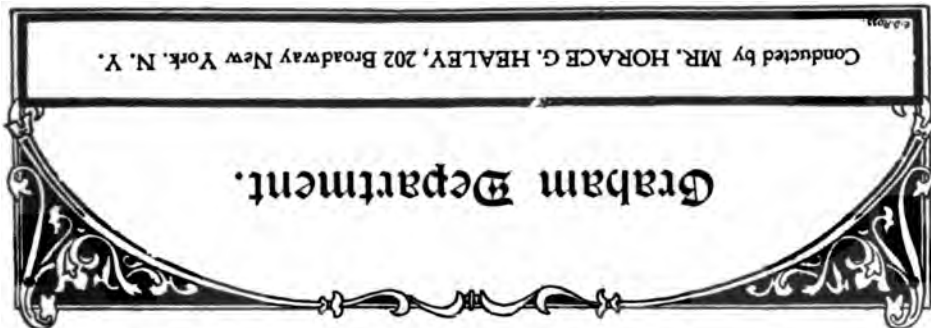
the grave,
Or sought the adulterous woman to save?
Who heard the Republican's plea of wrong?
The "Teacher of Truth," His whole life
long.
But no Ananias passed under the rod,
The liar was struck by the hand of God.
I say that the guilt of a human soul
May be very deep, and life as a whole
May be fraught with much that we evil
call,
Yet truth will cover it *nearly* all.
That it does not the *whole* requirement
meet,
Is due to the fact that it's incomplete
For it truthful sinner to *self* were true,
What would be left for a man to do?
Virtue is truth, and vice is a lie,
Equations identical, sure, say I.
—H. E. R.

The hardest thing for a man to do
Is to be thoroughly, honestly true,
True in all the details of life,
True to his mother, true to his wife,
True to his friends and his enemies too,
Isn't this more than a man can do?
Do I think he should be a perfect man?
What if I do? He never can,
And yet he is walking perfection's way
If he's so truthful every day
That he tells the truth about his sins,
No matter when the wrong begins,
Nor how it continues, nor where it ends.
The man whose mind instinctively tends
To the side of truth, though it work his
fall,
Is a pretty good kind of man for all;
For virtue is truth, and vice is a lie
Equations identical, these say I.

"Veritati."

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present form; certainly not at their present cost. The modern newspaper, with its wonderful service in spreading information and moulding public opinion, is perhaps the greatest civilizing and controlling force of the time. The rapid printing press, by making the newspaper possible, deserves to rank as one of the great achievements in an age of mechanical invention. Certainly there is no other machine of such power and complexity that possesses at the same time such accuracy and delicacy, handling, printing and folding sheets of paper that can be torn between the fingers without an effort.

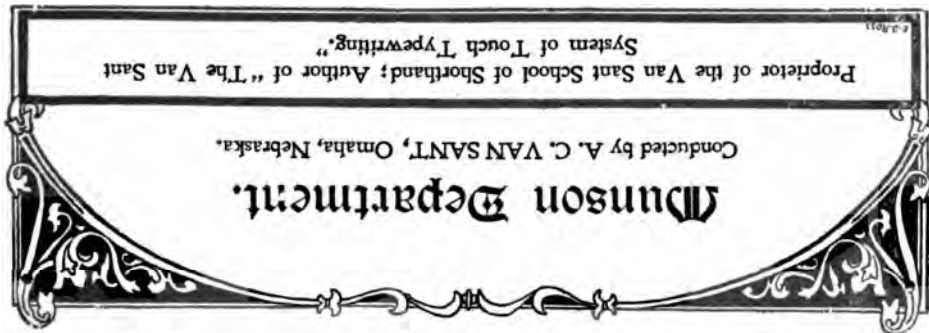
Consider for a moment the work done by one of the great presses known to printers as cutpile machines. To begin with, it is composed of about 16,000 separate pieces, and requires eighteen months for its construction in the largest manufactory in the country. It is more complicated than a locomotive or a watch or any of the forms of mechanism to which we ordinarily refer as remarkable for their intricacy or nicety. This press is fed from three continuous rolls of paper, each more than five feet wide, and all reeling off the paper as fast as it will run without tearing. At its highest speed the press will use up over two miles of this paper in an hour, or fifty miles of paper of the width of an ordinary newspaper page. In terms more readily grasped, this indicates a capacity of 96,000 four, six, or eight page papers an hour. Not only are these papers printed at this astonishing rate, but they are cut, folded and counted. In other words, the press performs every operation connected with the paper from the time the rolls are put into position until the finished product emerges ready to be put on sale. Ninety thousand papers an hour means 1,600 a minute, or twenty-five copies for every second ticked off on your watch. Most of the larger newspapers have—

(To be continued in the May number.)

Key.

The chief purpose of this department is to help all Graham writers who are readers of "The Stenographer." The notes are designed to be of use to the beginner as well as to the advanced writer. A good way to use the exercise is first to write it from the printed key; then compare with the engraved notes, correcting the inaccurate outlines and noting carefully the phrasing. Repeat this process until the matter can be written correctly; then copy from the key until well learned. Frequent comparisons should be made. When the exercise can be written neatly and accurately it may be taken from dictation, first very slowly, and continuing until a high rate of speed is attained. An equally valuable exercise is to transcribe the notes and compare with the key, due attention being paid to punctuation and spelling.

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Liability of Street Railway Companies.

HIS action is for damages for the alleged negligent management of a street-car, by reason of which plaintiff claims to have suffered personal injuries. The accident occurred while the plaintiff was in the act of getting on, or just after he had got onto the car, and before he had taken his seat, and he claims that he was thrown off, or caused to slip off, the car, by a sudden and premature movement of the car caused by the carelessness of defendant's servants in charge of it. The accident occurred on the Selby avenue cable line in the city of St. Paul, and on the "grip car," with which was connected a passenger coach or "trailer." The grip car in question was provided with a step or foot-board running lengthwise of the car, by means of which passengers could reach the platform at each end of the car or the seats between. On this occasion the plaintiff attempted to reach the platform upon the front end of the car, so as to take an empty seat there. The plaintiff's hands were both incumbered with packages, and his testimony shows that as soon as he stepped upon the foot-board the car started, and feeling his footing insecure, he hastily laid down the packages on the platform and caught hold of the front post of the grip car, when, through a sudden jerk of the car, he lost his balance and slipped off, and was dragged a short distance along the side of the car, whereby he received the injuries complained of. The plaintiff testifies that he did not have an opportunity to reach the platform before the car started, and he was unable to save himself from falling off. He is substantiated in the main by other witnesses, but witnesses on the part of the defendant, who observed the accident, testified to a different state of facts, and their evidence is in sharp conflict with that of the plaintiff and tended to prove that the plaintiff had actually reached the platform, and, after the car was in motion, of his own accord stepped down upon the foot-board to arrange his tools, and while so doing slipped and fell off. The question whether the car was started up before the plaintiff alleged negligent management of

had time to get safely on board the car was then one for the jury. It appears that the conductor and the "gripman" who had control of the movements of the train observed plaintiff before and while he was getting on, and knew the circumstances attending his attempt to board the car, and the fact that his hands were full. The question whether they exercised due care in starting and handling the cars to assure his safety was one for the jury. This disposes of the first and most important assignment of error.

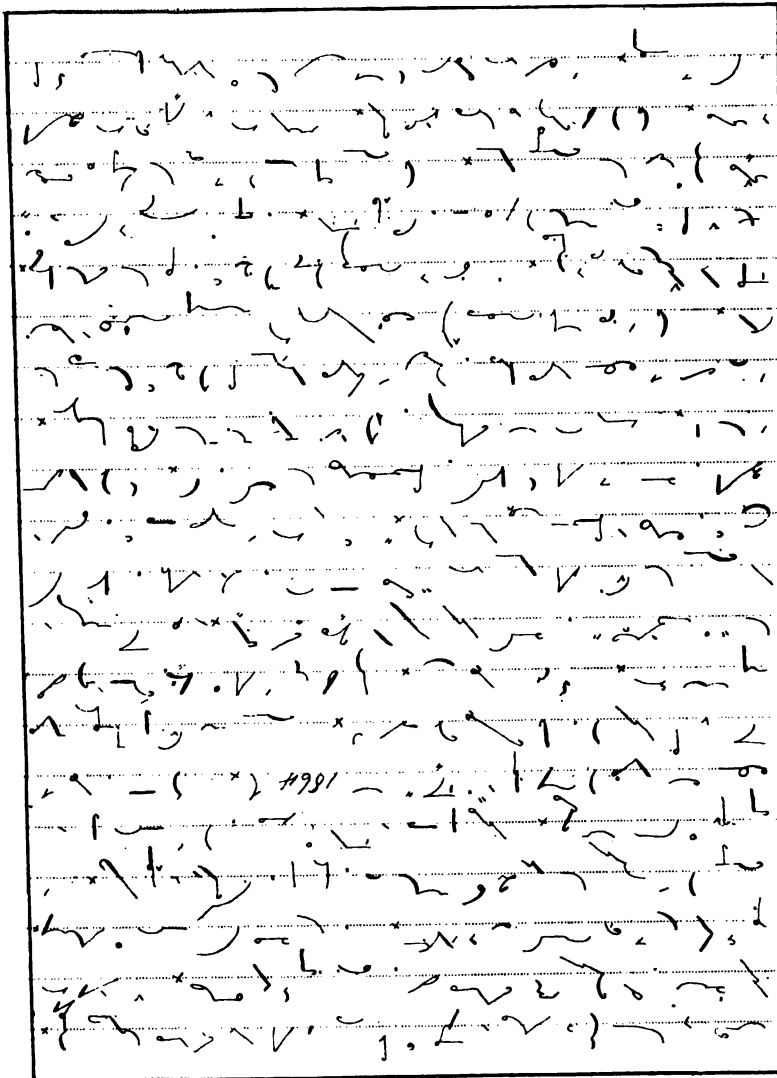
The court also instructed the jury that "the trainmen were bound to allow plaintiff a reasonable time to get safely upon the car, and, the plaintiff having packages in his hands, they were bound to conduct themselves in starting the train in reference to that fact. These trains are not, of course, ordinarily expected to make long stops. But if anything is apparent in the condition of the passenger, so that he would be likely to be thrown or injured by a motion of the car, then proper regard for his safety might require a train to be held in position to avoid it. Care and negligence, in any case, depend upon the circumstances of the particular case. The care, both by the plaintiff and defendant, must depend largely upon the circumstances." There was no error in the instruction as given. The defendant, as a common-carrier, was legally obliged to exercise extreme diligence and care, and was bound to allow the plaintiff a reasonable time and opportunity to get safely on board, and it was negligence to start the train sooner. The fact that his movements were somewhat incumbered by packages in his hands might reasonably require more delay and care in starting the train in order to assure his safety, as in the case of aged or infirm persons. No further questions in the case require to be noticed.—*Opinion of Justice Vandenburg in case—Steege vs. St. Paul City Ry. Co., 52 N. W. 343.*

[The copy for the notes on the opposite page was prepared by Frank H. Shoe-maker, a student of the conductor of this department.]

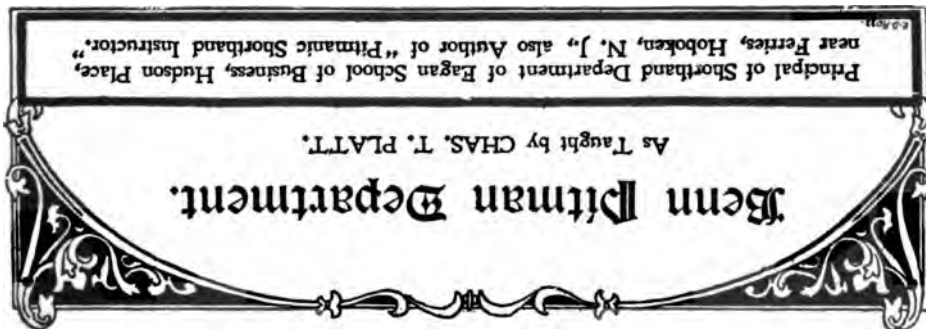
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GABELSBERGER-RICHTER SHORTHAND.

THE STENOGRAPHER.



BENN PITMAN SHORTHAND AS TAUGHT BY CHAS. T. PLATT.



Branching Out.

(From San Francisco Bulletin.)

(Continued from March number.)

along with a synopsis of telegraphic news picked up here.' We put him on our list again with a salary of \$30 a week, and he wrote that daily letter and telegraphic synopsis for nearly a year. That was the best work he ever did. He kept me in hot water, and I was warding and blinding and fighting off lawsuits continuously. He made war on the San Francisco Police Department, and especially on Chief of Police Burke, till I was threatened with several actions for libel. Then he sailed into the Mexican oyster, once popular here, and enumerated many cases of poisoning caused by the bivalve from the land of the Aztecs. The sale of the Mexican oyster was killed, and I was threatened with a suit for heavy damages. Nevertheless, I stayed with Sam, and never so much as cut a line out of his copy.

"A great deal of the material of the letters to The Enterprise was used afterward for Mark Twain's book.

"Then Mark wanted to go East, and he started for Washington as correspondent of the Enterprise. This was just prior to his famous Holy Land trip. I couldn't pay him, but the Alta offered him \$20 a letter and he accepted. He swore to me subsequently that in the narration of all his purported adventures he didn't tell

(To be continued)

communications to the effect that they would refuse to exchange with us until the man who wrote up the Hopkins fabrication was discharged. People walked in and stopped their paper on account of that Hopkins story, and Sam concluded that he ought to be sacrificed. I urged him to stay with the job, however, and he suffered meekly under all the obloquy. A few weeks later came his revenge.



ARK TWAIN was on our paper for about two years and never made an attempt at a literary contribution to an outside publication. He concluded to try his luck in a larger place. Papers had begun to copy his articles, and so he came down to San Francisco when Barnes was managing editor of The Call, in 1864, I think. He was given a position on The Call, but the city paper was a different proposition from the country sheet. Mark couldn't lie down and take his time—and Barnes couldn't do anything with him. He didn't hold the position long. It was just after that he wrote his 'Jumping Frog' and other stories for The Californian, a weekly paper published by Charles H. Webb. As The Call couldn't afford to pay Mark for lying, he wrote back to me, 'Please give me a show to write you a daily letter

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CHAPTER 19.—SUFFIXES.

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Mr. H. E. Sayers, Prin. New Kensington, (Pa.) Business Colleges says in a communication to the publishers of the

able I have yet seen."

Isaac Pitman's Complete
forms for 60,000 words, \$1.
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written a second verse she would doubtless have been murdered in cold blood." Nothing like having an authority at hand. Let us go a step further. Suppose the leaders of the two great political parties nominate for a judicial office that well-known lawyer, John Jones. Jones is objectionable, and we think Brown preferable. A committee of one, representing this association, goes to the leaders. He calls on Tom first and sends up his name. Tom is engaged and cannot be disturbed. The delegate tells the bell-boy he represents this organization, and notifies Tom to come down p. d. q. Well, Tom comes stretching his neck and rubbing his hands with extreme obsequious politeness, greeting our delegate, "Oh, my dear young friend, what can I do for you?" Our representative blows a whiff of smoke in Tom's face saying, "See here! you fellows have put up Jones or endorsed him for judge." Tom says, "Yes, a good man and very popular." Our representative replies, "He won't do. We are against him and will beat him." Tom says, "He is the nominee of both parties." "Well, we do not care for that—will give you five minutes to withdraw him or take the consequences." "Oh! dear me, dear me," says the leader, "what shall I do? I will have to see Dick." "You have wasted one minute of the five," our delegate responds, "and you had better get him promptly. Your time is nearly up."

In response to special messengers the other leader comes post-haste—his hat over his eyes and a cigar between his teeth. To him Tom states the case. Dick turns savagely to our representative, "What the David B. Hill do youse fellows want? The earth?" "Well, no," replies the delegate, "not all: we are willing to give you and Tom Barren island, Wee-hawken and a part of Newtown creek, but you know we control the rest of it. There are just three combinations worth anything—the Free and Accepted Masons, the Roman Catholic Church and the Stenographers' Association, and I represent the stronger one. Have wasted nearly three minutes on you now, and you must withdraw Jones and nominate Brown. I am holding the watch. Act promptly, or, a plague on both your houses."

After a short conference the leaders approach our representative and extol the good qualities of their candidate, as a learned gentleman, a good citizen, an eminent lawyer, etc. Our representative concedes all that, but adds, "The trouble is, he speaks three hundred and sixty-five words a minute and we stenographers won't have him."

shorter than they were at first, they are still of equal length. We will now take the rolls which we had marked Bills Payable, cut them off evenly as in the case of the Merchandise rolls, and replace the piece cut off the longer roll. Since we again have kept out pieces of equal length, and since both columns were equal they must still be of equal length. We next cut off the surplus length of the H. Anderson & Co. rolls, the Bills Receivable rolls, the First National Bank rolls and the James Snell & Co. rolls. We then replace these lengths and by the same reasoning as before, both columns will always be of equal length. The Henry Brown, the Real Estate and the F. Horner rolls are left untouched because there is only one of each. The final result is shown in Fig. 2, which graphically represents the Trial Balance of Differences. The cutting off of a surplus length represents the balancing of an account and the putting back of the surplus length into the column it came from represents the posting of the balance to the Trial Balance of Differences, i. e. the Loss and Gain, or the Resources and Liabilities account.

JOHN B. CAREY

Before the N. Y. State Stenographers' Ass'n.

Besides the social feature in the annual reunions of stenographers, the writer refers to the benefits of getting together as innumerable and incalculable, advises young persons to acquire a knowledge of stenography as a stepping-stone to something better, suggesting that there is plenty of material to practice on; that the country is full of glib men and plenty of words, such as they are, to practice on; lawyers sometimes die, but the crop is fairly good. The examiners are turning out glib and ready talkers at a fair rate.

Baker's son, shoemaker's son,
And a son of a gamboller,
Gentleman's son, and the son of a gun,
Are all assembled here;
They go before the examiners and pass
Just in a walk.

And then they hurry into Court and
talk! talk! talk!
Am I to consider by your applause,
That another verse of this is looked for?
Such an "absent minded beggar," I
really forgot who wrote it, but will see.
This book I hold in my hand is "Poems
of Passion" by Ella Wheeler Wilcox; it
is not here. The next one is "Poems of
Mrs. Germans," edition of 1842, page
6970. It gives only the verse which I
have read, but I find this footnote by
the publishers: "The gifted authoress
wrote but one verse of this beautiful
poem. She died in her bed. Had she

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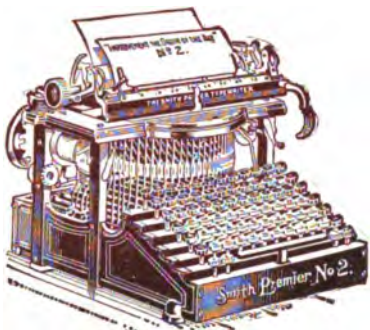
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VOLUME XVI.

PHILADELPHIA, MAY, 1901.

NUMBER 5.

The National Shorthand Reporters' Association.



KENDRICK C. HILL.

MATTERS in the National Shorthand Reporters' Association—and I think along other shorthand lines as well—have not progressed as rapidly and as satisfactorily the past year as they should, or as we anticipated. Great promises were outlined by our Committee on Legislation, *e. g.*, and great things were expected, but very small results have been realized. Many expressions of disappointment on account of this have come to me, and are beginning to make their way into the pages of the phonographic magazines. Reporters in the different parts of the land are already murmuring, muttering regrets, and deploring the "fact" (as they call it and see it) that the National Shorthand Reporters' Association is not a producer of practical results—that it entertains well at its conventions and is successful as a

"mutual admiration" society, but is a failure in the accomplishment of much-needed good work.

Thus ever have forward movements been untimely and unkindly criticised and even condemned. Many high and holy minded men, with intelligent effort, have struggled faithfully and persistently along special lines of human progress, but to be laughed to scorn while engaged in their well-doing, and the fruits of their labors perhaps were not realized until long after they sought repose beneath the dandelions and the daisies.

To look on and laugh—to sit listlessly by and lament—to doubt and not *to do*—to stand face to face with failure at the start and not shoulder to shoulder with success—to "throw cold water" rather than to give to drink of the same—these are some of the regrettable characteristics of that great mass of anti press-forwardites, who look not up, neither lift up.

Thus ever has the shirker from duty scoffed at the soldier—thus ever has the sluggard in his tent derided the standard-bearer in the field. The one is a passive non-doer, the other an active doer; the one, when he awakens from his long-drawn-out sleep, fusses and fumes, fidgets and frets, while the other falters not, faints not, though hot and prolonged the fight, and sleep is unknown to him save when nature enforces its presence and power. The one never enlists, the other never surrenders. The one evades duty, the other does duty.

To mend matters it will be necessary to bestir ourselves, to get our forces in line for

the Buffalo Convention, August 19th-24th, 1901, bring it off successfully, and then and there, among other things, put in action legislative machinery such as will not become passive and listless when we return to our homes, but which shall have an impetus back of it that will not falter nor fail.

In writing as I do many may think I am condemning, but I am defending the officers and committees engaged in the work of building the second story of our national shorthand structure. That we have not wrought in keeping with our intentions goes without saying, but who ever does? What hidden hindrances lie in life's peculiar path, obstructing the way, which to the eye looked clear in the distance. How easy and universal the wish for gain and profit, but how slow, how hard, the process and realization. If but little has been done, the more the reason to fall in line. If there is work to do, 'tis no time to talk of the poor and futile efforts of the Past. The Present is greater than the Past—the Future will be infinitely greater than the Present.

The trouble with the National Shorthand Reporters' Association is that it is not yet sufficiently well organized, neither has it acquired the necessary experience to enable it to cope successfully with the problems it is seeking to solve. As in an army the general and his staff cannot win battles without soldiers—and good ones, too—neither may we expect to produce sought-for results in the National Shorthand Reporters' Association until we are well equipped for the struggle. The president of this organization needs not only a staff of officers and committees, at headquarters, but a branch in every State, comprising a zealous company of co-workers, and not a beggar's dozen of "doubting Thomases." We *are* becoming more thoroughly organized and equipped, and in quite a number of States loyal assurances are given which are eminently satisfactory. These reporters who are asking what the National Shorthand Reporters' Association is doing to justify itself are respectfully and most cordially invited to attend the Buffalo Convention, where their presence and co-operation will be most emphatically acceptable.

The attitude of the rank and file of reporters has changed somewhat the past few years. Then they said there was nothing

that could be done by national organization; now the hue and cry is that there is *much* to be done, but the association is not doing it. They now recognize the *need*, but dispute the remedy, with characteristic American impatience. They are like some people who expect to be cured of a disease by the first dose of medicine, or else change doctors.

What we need is co-operation, not common scolding—supporters, not scoffers.

I ask the ardent aid in these matters of all reporters, for they are of vital concern to the shorthand profession in this country, and as the things we are after are worth having, so, according to the old saying, they are worth fighting for.

Preparations for the Buffalo Convention—which will be a grand joint meeting of the National, New England and New York associations—have already begun in earnest, at our headquarters for conducting the campaign. It is desired that the members of the Executive Committee shall proceed without delay to the work of organizing their respective State forces, engaging the earnest support of all reporters, and creating and building up that keen interest in the work of the convention which is needed to make it satisfactorily successful.

Though the campaigns conducted thus far, since the proposed organization of this association at Nashville in 1897, on down to Chicago-1899, when permanent organization was effected, and from then to now, may not have been fraught with measures of success such as would please those who love the ideal so much, but love to do nothing still more, yet we will not be disheartened or dismayed (for our nature knows it is folly to give up, it is right to "press forward,") but we will meet and greet you there, gray in the service, it is true, after many years of hard fighting, but without a faltering step, with a trustful heart, *looking ahead*; and when the Buffalo Convention has finished its work, if we have all done our part (*you* as well as myself), we shall achieve another victory such as will atone for all past reverses.

"Press forward!"

KENDRICK C. HILL, *President,*
National Shorthand Reporters' Association.
Trenton, New Jersey,
April 9, 1901.

Eastern Commercial Teachers' Association.

THE annual meeting of the Eastern Commercial Teachers' Association was held April 5 and 6 at Providence, R. I. The opening session was held in the auditorium of the Mathewson St. Church—a room splendidly adapted for convention purposes. Here the association listened to a warm address of welcome by Mr. J. E. Kendris, member of the Common Council and Board of Education; an address by President R. J. Shoemaker; and a talk on "The Evolution of the Business Man" by Dr. W. H. P. Faunce, President of Brown University. It was but a couple years ago that a prominent college president slightly referred to commercial schools as "clerk factories," inferentially instituting unfavorable comparison with the endowed institutions of learning. In this connection it is interesting to quote the remark of Dr. Faunce, that "all schools are parts of a single school, having a common aim—the education of the masses. They must work together; isolation is death—division is defeat." Here is evidence awakening recognition of the important work being done by the commercial schools—a recognition largely due to the intelligent and persistent efforts of the teachers' associations. The day is not far distant when commercial education will occupy the high place in public estimation to which it is justly entitled. But the associations must not abate in the least—rather increase—their efforts to develop every educational possibility, and the schools must be ever on the alert to respond to these quickening impulses, by broadening and strengthening their courses. Another thought emphasized in these opening addresses, and echoed in nearly every paper of the two-days meeting, was the importance of cultivating the reasoning and thinking faculties of pupils. The mere presentation of facts does not educate; mind-training demands first and unremitting attention in all branches of learning.

After E. N. Huntsinger, of Hartford, had successfully demonstrated that he did not love vertical penmanship "even a tiny little bit," the meeting adjourned to the rooms of the Bryant & Stratton Business College, where the remainder of the session was held.

The space to which I am restricted renders a detailed report of the proceedings impossible. The program was carried out as previously published, with the exception of the papers of Messrs. Billings and Dexter, who were unable to attend. I am, of course, speaking mainly of the Shorthand section, whose session was separate from the Business. The discussions, as usual, proved not the least interesting feature of the meeting, and were participated in by Messrs. Fulton Torrey, Smith of Port Deposit, Miller, Ferris of Big Rapids, Glick, Moore, Kels, Scully, Kinsley, Platt, Morse, Hope, Beale, Hefley, Rowe, Trainor, Griffin, Horton, Heaney, Healey, and Misses Smith and Wolfenstein.

Mr. Strickland thought that grammar, spelling, rhetoric, English, history, and geography should be included in the shorthand course, but preferred that a pupil possess this knowledge before entering, others thought that a rigid preparatory examination would render the introduction of these studies unnecessary.

The interesting paper of Mr. B. J. Griffin on "The Phonograph for Dictation Work" developed the fact that the phonograph is chiefly useful in dictating to advanced classes where considerable repetition is desirable. It is satisfactorily used in this limited way by Griffin (Springfield), Glick (Concord), Moore (Trenton), and others. Mr. Griffin eulogized Jas. N. Kimball, of New York, as the promoter of the use of the phonograph in commercial schools. He had no fear that the phonograph would ever supersede the pencil and brains in practical work.

Mr. C. M. Miller's subject, "Should Book-keeping be an Elective Study in the Shorthand Course," caused considerable animated discussion. The general opinion was that shorthand and book-keeping should not be taught concurrently in an ordinary shorthand course; though a combined knowledge was desirable if acquired separately. Mr. Hefley said he gave a combined course covering ten months, with satisfactory results.

Miss Stella Smith's paper developed the opinion that dictation direct to the typewriter was principally valuable in the school room in conferring facility of manipulation. The positions in which dictation is taken

directly upon the typewriter are comparatively rare.

Mr. Kinsley, in his inimitable way, portrayed the orthographical and mental deficiencies of the average amanuensis. Said that accuracy was preferable to speed. Thought the average beginner was worth no more than six dollars a week. Preferred an amanuensis without office experience, rather than one who knew too much.

A motion to make the *Phonographic World* the official organ of the Shorthand section was voted down, it being preferred to give a free field to all the magazines without show of partiality.

In the main session, Messrs. H. G. Healey and W. N. Ferris gave instructive and entertaining talks on the moral side of business training.

Friday evening a delightful gastronomic and intellectual feast was enjoyed by the members at the Eloise Banquet Hall. Mr. L. L. Williams, of Rochester, shone as toastmaster; and responses were made by Messrs. C. C. Beale, Boston; Geo. S. Murray, N. Y.; J. W. Warr, Ill.; W. N. Ferris, Mich.; G. Aymar, Boston; and Hon. T. B. Stockwell, Providence.

The officers for the ensuing year are as follows: President—E. E. Gaylord, Beverly, Mass. Vice Presidents—W. B. Sherman, Providence, R. I.; Miss Cora Burbank, Boston, Mass.; T. B. Moore, Trenton, N. J. Treasurer—M. D. Fulton, Auburn, R. I. Secretary—A. S. Heaney, Providence, R. I. Assistant Secretary—Miss Stella Smith, Hoboken, N. J.

Ex-President R. J. Shoemaker, of Fall River, Mass., was elected delegate to the National Federation, the next meeting of which is to be held at St. Louis during Christmas holidays.

Thanks were formally tendered to Mr. T. B. Stowell, the veteran educator, and proprietor of the Bryant and Stratton Bus. Col., for his many courtesies in behalf of the association.

About sixty new members were admitted at the Providence meeting, and there are now over 200 teachers on the roll. And still they come.

The next meeting of the E. C. T. A. will be held the Thursday, Friday and Saturday immediately preceding Easter, 1902, in the Rooms of Temple College, Philadelphia. The co-operation of Hon. John Wanamaker, Mayor A. H. Bridge, and other prominent men is assured.

CHAS. T. PLATT.

The National Shorthand Reporters' Association.

THE National Shorthand Reporters' Association through its Executive Council, has decided that its annual convention at Buffalo shall be held on Tuesday and Wednesday, August 20 and 21. The New York State Stenographers' Association according to its constitution has fixed Thursday and Friday, August 22 and 23, as the time for the holding of its annual session. Time will also be allotted during this week for the meeting of the New England Shorthand Reporters' Association which will hold its annual convention in conjunction with those of the National and New York Associations.

The National Association through a committee at an early date will make arrangements for suitable hotel accommodations in Buffalo for all persons who may attend this meeting, notice of which arrangements will be given as soon as perfected.

JAMES D. CAMPBELL,

Secretary-Treasurer.

Spartanburg, S. C.



National Shorthand Teachers' Association.

202 BROADWAY, NEW YORK.

April 12, 1901.

MR. FRANCIS H. HEMPERLEY,

Philadelphia, Pa.

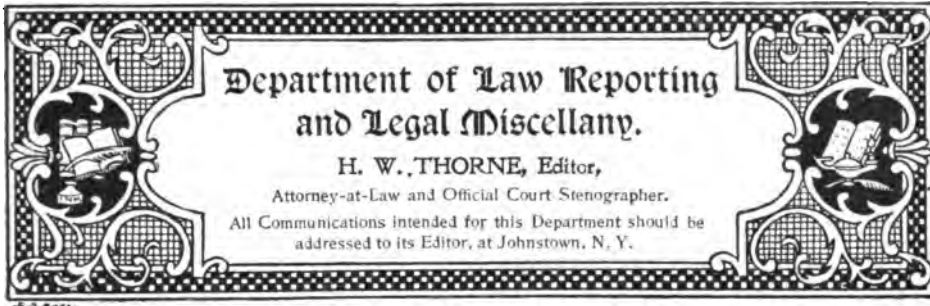
DEAR MR. HEMPERLEY:

"I wish that you would call the attention of your readers to the fact that the writer, as Chairman of the executive committee of the National Shorthand Teachers' Association, is very desirous of hearing from all who are interested in that organization, and especially in the programme that will be given at St. Louis next December. The committee has taken some plans under advisement but we feel that we should like to hear from the profession at large regarding their views as to the topics to be discussed. Will each teacher send to the writer at least two topics he would like to have discussed at the December meeting? It is necessary that this information be received at as early a date as possible. In order that the next programme may be the very best ever given by the association, the plans must be carefully laid and the work taken up with enthusiasm at once.

Address all communications to the writer at 202 Broadway, New York."

Very sincerely yours,

HORACE G. HEALEY.



Correspondence.

How to Secure Law Reporter's Position.



THE following correspondence between a Southern stenographer and the editor, is self-explanatory :

"I am desirous of securing a situation in Philadelphia as stenographer and typewriter, and I write to you to find out whether you will be able to help me out in that direction.

"I am a young man twenty-three years old, learned shorthand during my leisure moments when I was sixteen years old, but never used it for practical purposes as a stenographer until nearly two years after that time, my first position being in the law offices of Messrs. ———. After being with that firm for several years, I then went with Mr. ——— of the ——— and Circuit Courts of ———, and, in addition, did work for the Judge as a side issue. While connected with the Clerk's Office here, I accepted a position in January, 1899, as stenographer and private secretary to Hon. ———, one of the United States Senators from ———, and had to be in Washington during the session of Congress which was held in that year. In the Spring of 1900, I resigned my position with Mr. ——— and resumed my former position with the Clerk of the Courts here. I was with the Clerk here until the Summer of 1900, when I accepted my present position ———, with whom I have been connected since that time.

"My past experience of five years has been continuous, and I have been fortunate enough in doing work, outside of those by whom I was regularly employed, for a great

many people of various ways of dictating and at different rates of speed, and to every one I have given perfect satisfaction.

"I have a *bona fide* shorthand speed of one hundred and twenty-five words per minute, and can transcribe my notes from fifty-five to sixty words per minute by the hour. On the 20th of this month I stood the United States civil service examination in——— and had no trouble in passing the one hundred and forty words per minute test, and wrote from dictation on the typewriter sixty words per minute with ease.

"The firm with whom I am now engaged does about the largest law business here; but I am desirous of getting into a court reporter's office, if possible, so I can thoroughly prepare myself for that line of work. If you do not know of an opening in a court reporter's office, I will be glad to get a position with a big law firm in Philadelphia, and while there I may be able to work myself into the court reporter's chair. If you do not know of a place with a law firm in Philadelphia, I will be glad to get one with some big commercial house that will pay a reasonable salary.

"I have done a great deal of outside work in other lines of business for the business men here in addition to my work in the law offices, and am continuing to do that now, and, for that purpose, prepared some time ago the enclosed card which was mailed to every business house here."—INQUIRER.

ANSWER.—[A careful perusal of your letter convinces me that you would be valuable as stenographic amanuensis in a law or court reporter's office, or a very desirable stenographer for a large law firm. The composition of your letter, and the

finished appearance of the typewriting, indicate thoroughness and competency. These qualities, coupled with your apparent enthusiasm in your business, your age, the practical business experience which you have had and your proficiency in shorthand (not sufficient, however, for the court reporter's chair) should enable you to command a responsible and lucrative position.

I note that you limit your desire for employment to Philadelphia. I suggest that you write to every law and court reporter in that city, communicating the facts contained in your letter now before me, enclose one of your cards and tender your services. On a separate sheet herewith enclosed, I submit names of some of Philadelphia's law and court reporters. I would also suggest that you put yourself in communication with the employment bureaus of the different typewriting machine companies. They may be able to assist you.—H. W. T.]



WINDSOR, ONTARIO.

"I am very desirous of securing a copy of the report, described in this clipping (relating to National Shorthand Reporters' Association) from February STENOGRAPHER.

"If you will advise me where I may get a copy I shall be obliged.

F. MESSMORE."

ANSWER :—[The Secretary-Treasurer of the association is Mr. James D. Campbell, Spartanburg, S. C., from whom I believe a copy may be obtained. I am unable to give price of same.—H. W. T.]



THE April issue of *Chat*, published monthly by Manhattan Reporting Co., American Tract Society Bldg., N. Y. City, was promptly received. Brother Sweeney is putting forth a sparkling, helpful publication, which reflects his unbounded enthusiasm and optimism. May success attend him.



Court Room Echoes.

"THOSE who waited for the Rauber-Bloom case to go on trial were amply repaid by the juicy dialogue between Attorney Ward and a witness, Louisa Brown. Mrs. Brown is a sister of Rauber and does not feel over friendly to the Bloom family, as the latter were complainants in a Police Court case against her. Attorney Ward in bringing these facts before the jury sought to show why she gave testimony that was inimical to the cause of defendants. She testified that the two men brought their booty consisting of coffee pots to her house and hid them under the porch.

"How do you know it was on November 10th?"

"Because I know."

"How do you know?"

"Because I ought to know."

"But how do you know?"

"Because I am no fool."

Mr. Ward left this point and asked, or rather started to ask, if she wrote a letter to Peter Rauber stating that she would "fix him" if he dared to take the stand and tell what he knew about the coffee pots.

"Did—"

"He borrowed—"

"you write—"

"forty cents—"

"to Peter—"

"on my name—"

"and say—"

"from the grocer—"

"that if he—"

"and I—"

"dared to take—"

"want it—"

"the stand you—"

"back. I—"

"would fix him?"

"never?"

She then told about buying a coffee pot from Bloom for 20 cents which turned out to be stolen property. But all the testimony was delivered with such machine-gun like rapidity that by only using both ends of the pencil could the stenographer take it down.

The entire morning was taken up with denials, fierce and strongly put, punctuated by occasional questions by the counsel. As for waiting for a question to be completed before replying, no such trivial formalities were considered by the witness."—*Rochester Post-Express*.

"MR. EVARTS had some striking peculiarities. His intricacy of speech was marvellous, and the best shorthand writer in the world grew dazed when he spun out one of his long sentences."—*Exchange*.

PECULIAR names of a panel of jurors: Betts, Riddle, Barber, Close, Handy, Berry, Marsh, Miller.

ELOQUENT counsel pleading for a light sentence upon his client who had pleaded guilty: He is the orphaned son of a widowed mother." Again: "His parents are both dead: his father at the age of eleven and his mother twelve."

JUDGE SIMPSON has decided adversely the case where T. D. Hillman, of St. Paul, Minn., one of the district court stenographers, brought action to recover \$525 for services as stenographer in connection with the investigation ordered by Gov. Lind into the official affairs of Register of Deeds Frank Metcalf.

THE Utah Senate has passed a bill creating the office of supreme court stenographer at an annual salary of \$1200.

H. W. THORNE.



Are Women Stenographers Less in Demand?

L. E. H. writes us: "I have been a stenographer for a short time only, and am holding my first position. Recently, I have heard so many comments upon the waning influence of women on the stenographic market that I am commencing to think of the future with foreboding, and wonder if I really did a wise thing in taking up the profession of shorthand. What is your opinion?"

We are very glad to hear from this young friend; and like the tone of her communication very much. We conjecture that she is an earnest, painstaking worker, and that she has gone into the stenographic field to win her way. We take this opportunity to repeat the request that inquires of this or a similar nature be sent to us without reserve, as it is always a pleasure to give or get the desired information.

Unless all signs fail, there need be no apprehension on the part of women stenographers concerning the future of their work; just at the present time the woods appear to be full of—well, what shall we call them? Croakers will fit best, we think, if not pessimists; and we look upon all this adverse criticism, comment and dismal prediction as unconscious compliments to the sex; for if each statement be shifted, it will undoubtedly be found that it has its foundation in the mind of some disappointed or embittered individual, who takes an isolated case as indicative of the whole situation. There was never a time when the outlook was brighter or the opportunities for women so promising; true, there are fewer "raw recruits" from the shorthand colleges being employed, but this, in a way, is an unmixed blessing, as it is quietly but surely leading to a raising of the standard at these "temples of learning" and giving more openings for the experienced writers.

There is a class which, thinking that such and such a movement should be a failure, straightway sees everything moving in that direction; there is another class that wishes to see a venture go a certain way and immediately it takes that trend! From both of these classes are the ranks of those who look for eventual vanquishment of the women stenographers partially filled; and our friends in reading these doleful prognostications about their future, must bear this in mind, discount the prophecies and take comfort from the healthy indications of progress around them. No doubt, the letters from women, in defense of their position in the stenographic world, have been exaggerated in the newspaper controversies, alluded to; but none the less have the statements of the men been highly colored and scarcely drawn from the "well of truth."

So let us take heart and go forward, determining to do our best and leave the verdict to our employers. The individual cases, when massed, form the basis upon which we women shall be judged; and it behooves each one of us to set a high standard and press on towards the goal.



Southern Business Women.

SAYS that friend of women, the "New Orleans Picayune:"—"The business woman has come to stay; the professional woman has arrived, as the French say, in law, medicine and journalism, and is even filling a few pulpits. There is hardly an occupation or a career that is not as open to one sex as to the other; and nowadays every woman's talents alone set the limit to her success.

"Everywhere in America men have been generous competitors to women, and this is particularly so in the South. Here the working woman occupies a place that is absolutely unique, and enjoys a consideration and respect that is shown her nowhere else on earth. This is due to many causes—the chivalry of our men, for one thing, and for another to the fact that behind the counters, before the typewriter, even treading the weary measure that is set to the song of the shirt, are hundreds and hundreds of women who represent the very best blood of the old Southern aristocracy. The civil war brought ruin and desolation to many families, and from these ruined homes were recruited the ranks of the women who are the breadwinners of to-day."

Association Corner.

WOMEN lawyers to the number of fifteen in New York City have a club of their own. The club room is light and commodious, and plainly, but beautifully furnished. There are several members who at one time were stenographers and who used that art as a "stepping stone to higher things."

Notes from the Field--Personal and Otherwise.

A SHREVEPORT woman who refutes the old theory that a woman cannot be a good business man is Miss Della H. Jacobs, who is the assistant secretary of the Shreveport Mutual Building Association, and who personally manages nearly all of the clerical and business affairs of a company that has over a million dollar stock subscription account.

MISS ABBIE LAND, who has been employed as stenographer with the Metropolitan Life Insurance Co., at Norristown, Pa., has been appointed cashier of the Western district in Philadelphia. Miss Margaret Kuder will succeed Miss Land as stenographer.

WAH-TA-WASO, the Indian maid, whose intention to enter Radcliffe College has been noted in the Boston papers, is at present a capable stenographer in that city.

ADJUTANT-GENERAL BAKER has appointed Miss Roberta Coleman, of Charleston, W. Va., to be his stenographer, succeeding Miss Fannie Long. Miss Coleman will assume her duties at once; she is one of the best stenographers in the State, and until the expiration of Governor Atkinson's term was in his office, where she gave eminent satisfaction. Her host of friends will be pleased to hear of her success.

From *Mail and Express*: "An employer of several stenographers says there is the greatest possible difference in what he calls 'office manners' among his employees. The perfect office manners in his estimation are those that are absolutely impersonal, where the rapidity and finish of her work are the first things in the mind of the girl of the pencil and machine."

POLICE Commissioner Murphy, of New York City, has appointed Miss Eleanor Griffin a stenographer in the Police Department, at a salary of \$1,000 a year. She was assigned to the office of Second Deputy Commissioner York in Brooklyn. This is the second woman, besides matrons, appointed on the force.

FOR the first time in the history of the medical profession of South Carolina, two young women have been graduated as practising physicians from the Medical College of that State. Diplomas were awarded to Miss Emilie M. Velett and Miss Rosa Hirscham of Charleston. They are the first women graduates of the institution, and it is believed now that other young women will seek an education for similar work.

COUNTY Judge Washburn, of Rochester, N. Y., has appointed Miss Sarah M. Blount grand jury stenographer for Genesee County, to succeed Mrs. Arthur H. Marshall.

AUTOGRAPH letters of famous men will be far rarer in the future than now. Great men of to-day content themselves with signing their names, often with rubber stamps, to typewritten documents, and it will be hard to get much sentiment from typewritten manuscripts.

HERE is a "want notice" which appeared the other day in a morning paper: "Wanted—a stenographer who can cook." Evidently, the tea movement in the office is leading to greater things; a typewriting machine with an oil stove annex is a glittering possibility in the business career of the new woman of the future!

By request, we will next month consider beauty as a factor in obtaining and holding positions.

IDA E. TURNER.

Department of Practical Grammar.

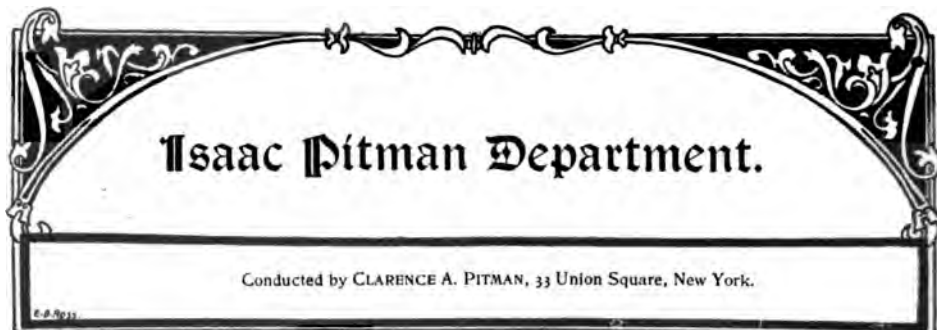
By PROF. JAMES F. WILLIS, 1427 Euclid Ave., Phila., Pa.

Instructor in Grammar, Rhetoric and Etymology.

In using prepositions, (1) have them APT; (2) avoid those that are needless; (3) insert those that are needed. In the sentences following, see in what ways they violate the three cautions relative to prepositions.

Mr. Buchanan never agreed to be put in such a ridiculous position. The ladder is the length of the house. Please speak with the prisoner. The boys hung onto the branch. Harshness forced him in bad company and wroug living. Kindness has scarcely ever known of a defeat. The value of Florence looks pale and dull in comparison of our rich valleys. Sea air seems not to agree to his health. Where has he gone to? For what crime was he punished for? He is the size of his older brother. From thence it was that traders and soldiers set out. Stand a man between every tree. He became involved into trouble. All the troops from hence are sent you. In which class are you in? Where are you living at? Thomas is different to William. Sincerity is the value of knowledge. La Salle affirms that he discovered The Ohio as far as to the fall which obstructed it. I placed the basket inside the door. He is a man of about forty years of age. He will loom about my business while I am gone. The type, press-work, and paper are each worthy the publishers. Jefferson studied during his college course for sixteen hours on each day. They tread on my heels. The train stops in Lancaster. Choose between one of the six applicants. He was long in attendance to the king. This reminding me your kindness is reproving of me. We own other horses besides these.

Notice was brought me of the attempt. The bird sits outside the window. Divide the fodder among the horses. This knowledge is indispensable for every American citizen. They seemed angry with my course. Put a partition between each horse. I differ with you in many ways, but do not differ with you about many things. They carried tidings of what had befallen to their countrymen upon the mainland. Jackson showed a willingness to profit by every opportunity for a quarrel. The choice lies between the three candidates. They have more houses to rent besides these. The too spun round. The rat sprang from out a hole in the floor. We thought the house would be clean, but were disappointed of it. Stay off of the wagon. Work shall be done from your suggestions. Compare my writing to his. Are you related with this man? The fight went on until the whole Turkish squadron, save for the steamer, was destroyed. They are in need for funds. The boys jumped on the wagon. Catch onto the back of the wagon. Without genius, no book is destined a long life. I am pledged for his support. Don't come near me. He can count up to sixty. Ascham taught to Queen Elizabeth Latin and Greek. I call by the name of wisdom knowledge pervaded through and through with the light of the spirit of God. Look for it inside the closet. He has gone outside his jurisdiction. The tree is the height of the steeple. They stood near to the fire. John is liberal of his money with me. I put a coat around about his shoulders. This is a path outo pleasure. He was dismissed the office. Where are you working at? We all object the proposition. They listened out of respect of his age. They have spoken him in regard of your case. Communicate daily to him while he is absent.



M R. CHARLES F. LARKIN, Official Stenographer, Superior Court of Montreal, Canada, writes as follows: "I have used the Isaac Pitman system of shorthand for a considerable number of years, as an Official Court Reporter, and in fact, in almost all kinds of technical reporting. I find it equal to every emergency, both as to speed and legibility. It is a notable fact that the entire English staff of the Canadian House of Commons, numbering six, are all writers of the Isaac Pitman system, and that eight out of the eleven English Official Stenographers in Montreal (including the Superior and Police Courts) are writers of this system. I believe the "Complete Phonographic Instructor" the most satisfactory text-book on the subject of phonography yet published."

* * *

Since last reported, the certificate of proficiency for teachers of the Isaac Pitman Phonography in the United States and Canada has been awarded to the following successful candidates: Miss Florence E. Whipple, Alton, Ill., and Charles A. Lyche, Hatton, No. Dak. This diploma, the examination for which is based on a knowledge of the system as presented in the Isaac Pitman "Complete Phonographic Instructor," will be found very valuable in the hands of teachers of this system. It is issued only by Messrs. Isaac Pitman & Sons, 33 Union Square, New York, and from whom further particulars can be obtained."

* * *

Mr. Geo. W. Burgoyne, an expert reporter in the Isaac Pitman system, has recently opened a school at 85 Dearborn street, Chicago, Ill. Mr. Burgoyne is spoken of as a teacher of much ability and will no doubt achieve deserved success.

Isaac Pitman's Complete Phonographic Instructor, 250 pp., \$1.50; a Phonographic Dictionary, with the shorthand forms for 60,000 words, \$1.50; Business Correspondence, Nos. 1 and 2, each 30 cents. Spanish Phonography, 101 pages, \$1.75. Pitman's 20th Century Dictation and Legal Forms, 256 pp., 75c. Published by Isaac Pitman & Sons, 33 Union Square, New York.

Key to Isaac Pitman Shorthand.

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If you are looking for new buyers, the introductory proposition (enclosed) should interest you.

Yours truly, (169)

* * *

Messrs. FLINN BROS.,
New York, N. Y.

Gentlemen: We are mailing you under separate cover a sample copy of "Learning by Doing," an educational journal which occupies an entirely new place in the educational field.

Having by our publications practically revolutionized the method of teaching Book-keeping and Business Practice in commercial colleges throughout this country, the requests have been numerous that the same or similar methods be

THE STENOGRAPHER.

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ISAAC PITMAN SHORTHAND.

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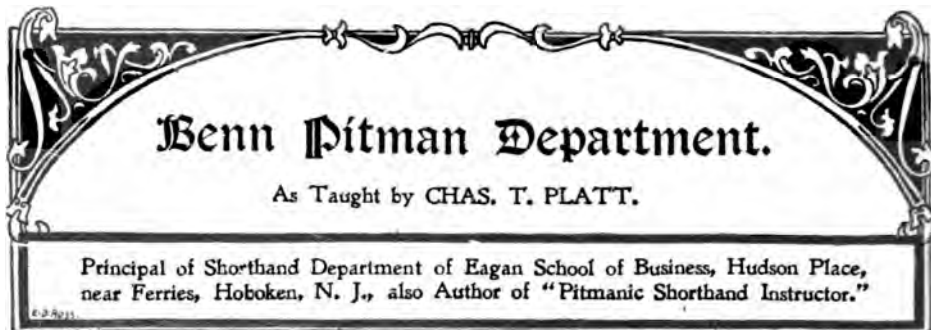
PEARSON & Co., N. Y. ..p.x

Handwritten musical notation on a five-line staff. The notation includes various rhythmic values (quarter, eighth, and sixteenth notes), rests, and accidentals (sharps, flats, and naturals). There are also dynamic markings such as 'f' (forte) and 'p' (piano). The notation is written in a fluid, cursive style.

FLINN BROS., N. Y.

A handwriting practice sheet for cursive letters. It features two rows of letters from 'a' to 'z'. Each letter is shown in a cursive style with numbered arrows indicating the stroke order and direction. The letters are placed on a set of three horizontal dashed lines to guide height and placement. The first row contains letters 'a' through 'm', and the second row contains 'n' through 'z'.

Schools and others, desiring the services of experienced shorthand teachers, will please apply to Teachers' Bureau Department, Isaac Pitman & Sons, 33 Union Square, New York.



Branching Out.

(From *San Francisco Bulletin*.)

(Continued from April number.)

—a blamed thing that occurred—that the Holy Land story was all pure imagination.

"One preacher from Boston told Mark that he was going to have that book introduced into every Sunday-school in New England, and he was satisfied it gave a better description of the Holy Land than any other book ever written.

"The luck—if you may call it luck—that followed Mark's Holy Land trip continued. One young fellow named Langdon, of Elmira, N. Y., had accompanied Sam on his trip to Palestine. Mark went to visit him, fell in love with Langdon's sister, married her, and found himself the son-in-law of a millionaire. Mr. and Mrs. Clemens were set up in an elegant residence in Buffalo. His books boomed. He lectured to packed houses. In the early seventies he had already become what Kipling was in the literary world a couple of years ago. The world knows the rest of his story pretty well, for to-day there is not a humorist who compares with Mark Twain, and there are no rivals for the throne he occupies.

"Mark Twain is a humorist, but he is something more. He has common sense and breadth of thought, and these have made him great. Bill Nye was one of these humorists who, like Mark, made good sense an element in his writings. Too many men write only to be funny.

"Mark Twain writes pure English, simple, forceful, beautiful. His early life in

the West gave him breadth of feeling, disregard of conventionalities."

* * *

THE POWER OF CONCENTRATION.

Miss Helen Keller has just succeeded in passing her mid-year examinations at Radcliffe College. She has passed most creditably, competing with scores of young women, among the most intelligent in the country. Miss Keller has been from her birth deaf, dumb and blind.

In her case, absolute mental concentration has replaced all of the three faculties which all of us would consider essential to the acquisition of knowledge.

Helen Keller cannot hear a word that is spoken, but she places the tips of her fingers on the throat of her teacher, knows everything that the teacher says, and assimilates the knowledge.

When you talk about the difficulties in your life, does it not make you ashamed to think of a young girl who studies higher mathematics with the sole aid of the sense of touch?

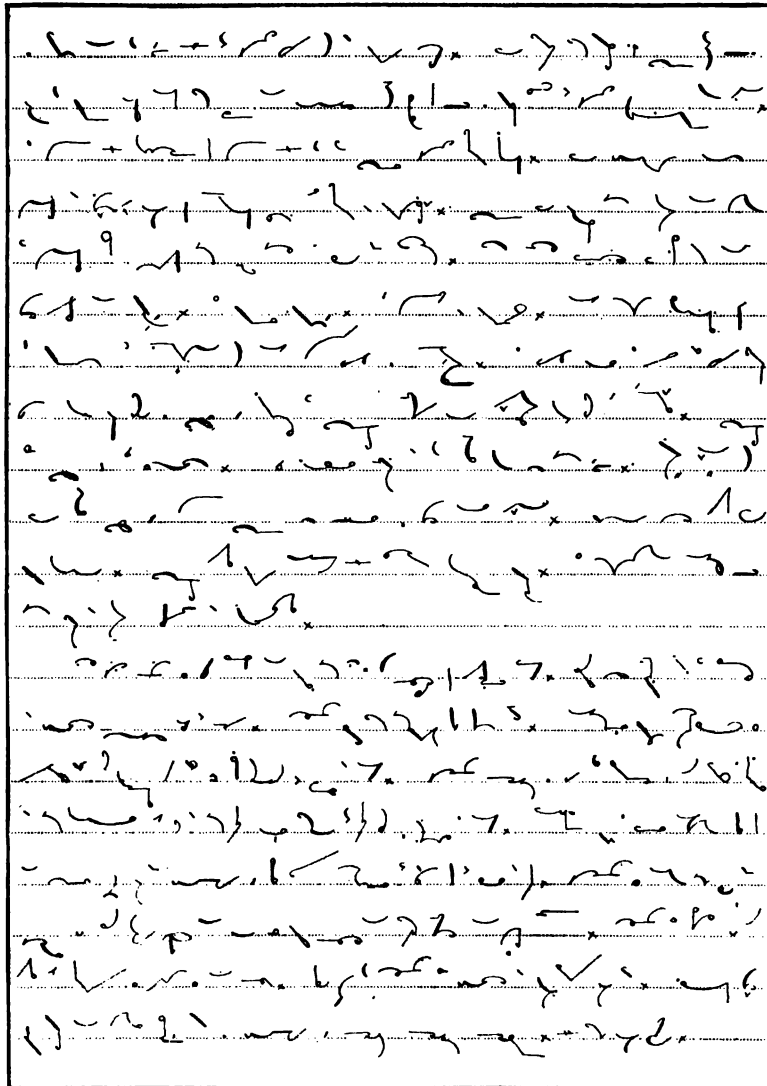
Helen Keller has never heard the sound of a human voice, yet she has thoroughly mastered the English language, and has passed examinations in French and German, in Latin and Greek.

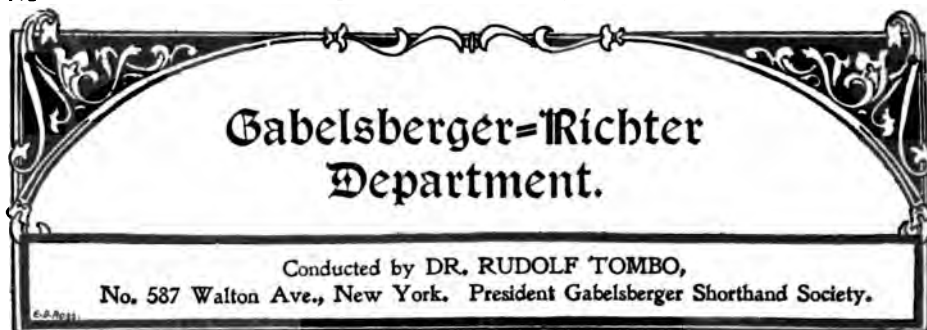
Miss Keller is sightless, yet she writes on the typewriter as rapidly as any expert.

It is not alleged that Miss Keller is a young woman of vastly superior natural ability.

Concentrate your mind. Don't be beaten in life's struggle by a young girl who cannot see, cannot hear, cannot speak.—*N. Y. Journal*.

BENN PITMAN SHORTHAND AS TAUGHT BY CHAS. T. PLATT.





NOTE.—The pamphlet, "The New Era of Phonography," as well as the circular, "A Practical Lesson in Graphic Shorthand" explain the general principles of Gabelsberger system. I shall be pleased to furnish these publications free of charge to any reader of THE STENOGRAPHER who wishes to form an idea of the system.—*Dr. R. Tombo.*

Corresponding Style.

DEAR SIR: In reply to your favor of the 30th inst., will say that there is no movement in summer made goods in our market. We could not encourage you to ship to any extent. We have a little print stock that we will be glad to dispose of when it comes in, but we have found it an impossibility to find buyers for old goods. We have rather thought that there was a chance of doing a little better for the new year, and have concluded for the present to slack up. Again thanking you for your kind thought in this matter, I remain,

Very truly yours.

DEAR SIR: Your favor of the 30th came to hand. I note what you say in reference to the order from the Revere Rubber Company for shut-off nozzles. Send the sample thread here. I have before instructed you to do that, but you no doubt have forgotten. Do not wait a moment. When you get sample threads for anything send it right here to our factory at once. We either cut the thread here ourselves, as we do that kind of work, or will send it from here to the Callahan factory, as circumstances may require. Now you see by your writing and asking what to do with sample thread we are losing two or three days of time. Remember from this out that anything that comes in the way of sample threads to the office send here at once by boat; make all shipments by the boat, as it is much cheaper and handier for us.

Yours truly.

Reporting Style.

EDUCATION AT THE SOUTH.

In the closing days of April a number of visitors from the North will go to Hampton for the annual spring exercises, to Winston, N. C., for the annual conference, and afterward to Tuskegee, Ala. These visits are of the greatest interest to those taking part in them, and ought to be of essential service in spreading a

vivid and accurate impression of what is doing in the way of education at the South.

Probably there never has been a time when more was being done in any land for such a work than in our country at the present time, and yet what is actually doing is far behind that which ought to be done, and ultimately must be. Education in the South, both for the blacks and for the whites, is as much a problem and a duty for the North as for the people of that immediate section. For the institution of slavery, which was the cause of the utter want of negro education, the North was as distinctly if not as heavily responsible as the South. For the war that destroyed slavery and with it destroyed much of the resources on which education for whites and blacks depended the responsibility of the North is direct, and it is increased by the fact that victory was with the North in the struggle. It is, then, the plain duty of the North to aid in every feasible and effective way to promote the schools which the South is crippled in supplying.

It is not a question of voting money from the National Treasury. That, in our judgment, is not a sound principle, and if it were it cannot secure the approval of the country. It has been debated and failed. Nor is it a question of what is usually called charity. It is rather one of enlightened self-protection on the one hand and of manly and sympathetic brotherly feeling on the other hand. The most precious and lasting interests of the Nation depend directly on the provision made for education in the South. Inevitably and rightly the greater part of that provision must come from the South itself. But very valuable help can be given. It is being given at Hampton and at Tuskegee, and at many less prominent points, given in the right spirit and under intelligent direction. These are the examples of what should be done on a far larger scale, and the better they are known the more sure it is that the larger work will be undertaken.—*New York Times*, April 14, 1901.

For the text-book (price \$1.00) and exercise books (price 15c. each) apply to the International News Company, 83 Duane St., N. Y.

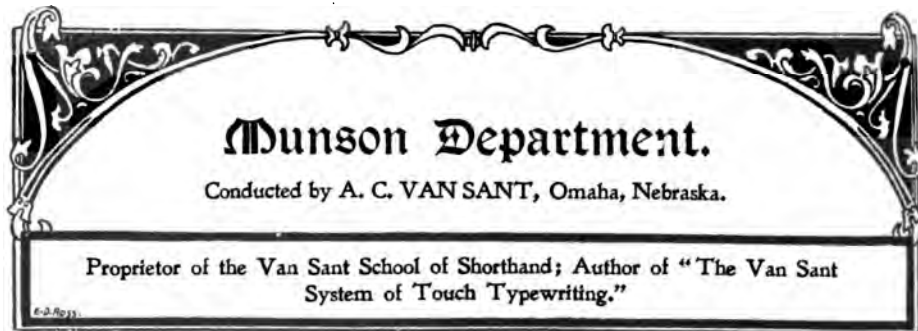
GABELSBERGER-RICHTER SHORTHAND.

Corresponding Style 8. 1930. 1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100. 101. 102. 103. 104. 105. 106. 107. 108. 109. 110. 111. 112. 113. 114. 115. 116. 117. 118. 119. 120. 121. 122. 123. 124. 125. 126. 127. 128. 129. 130. 131. 132. 133. 134. 135. 136. 137. 138. 139. 140. 141. 142. 143. 144. 145. 146. 147. 148. 149. 150. 151. 152. 153. 154. 155. 156. 157. 158. 159. 160. 161. 162. 163. 164. 165. 166. 167. 168. 169. 170. 171. 172. 173. 174. 175. 176. 177. 178. 179. 180. 181. 182. 183. 184. 185. 186. 187. 188. 189. 190. 191. 192. 193. 194. 195. 196. 197. 198. 199. 200. 201. 202. 203. 204. 205. 206. 207. 208. 209. 210. 211. 212. 213. 214. 215. 216. 217. 218. 219. 220. 221. 222. 223. 224. 225. 226. 227. 228. 229. 230. 231. 232. 233. 234. 235. 236. 237. 238. 239. 240. 241. 242. 243. 244. 245. 246. 247. 248. 249. 250. 251. 252. 253. 254. 255. 256. 257. 258. 259. 260. 261. 262. 263. 264. 265. 266. 267. 268. 269. 270. 271. 272. 273. 274. 275. 276. 277. 278. 279. 280. 281. 282. 283. 284. 285. 286. 287. 288. 289. 290. 291. 292. 293. 294. 295. 296. 297. 298. 299. 300. 301. 302. 303. 304. 305. 306. 307. 308. 309. 310. 311. 312. 313. 314. 315. 316. 317. 318. 319. 320. 321. 322. 323. 324. 325. 326. 327. 328. 329. 330. 331. 332. 333. 334. 335. 336. 337. 338. 339. 340. 341. 342. 343. 344. 345. 346. 347. 348. 349. 350. 351. 352. 353. 354. 355. 356. 357. 358. 359. 360. 361. 362. 363. 364. 365. 366. 367. 368. 369. 370. 371. 372. 373. 374. 375. 376. 377. 378. 379. 380. 381. 382. 383. 384. 385. 386. 387. 388. 389. 390. 391. 392. 393. 394. 395. 396. 397. 398. 399. 400. 401. 402. 403. 404. 405. 406. 407. 408. 409. 410. 411. 412. 413. 414. 415. 416. 417. 418. 419. 420. 421. 422. 423. 424. 425. 426. 427. 428. 429. 430. 431. 432. 433. 434. 435. 436. 437. 438. 439. 440. 441. 442. 443. 444. 445. 446. 447. 448. 449. 450. 451. 452. 453. 454. 455. 456. 457. 458. 459. 460. 461. 462. 463. 464. 465. 466. 467. 468. 469. 470. 471. 472. 473. 474. 475. 476. 477. 478. 479. 480. 481. 482. 483. 484. 485. 486. 487. 488. 489. 490. 491. 492. 493. 494. 495. 496. 497. 498. 499. 500. 501. 502. 503. 504. 505. 506. 507. 508. 509. 510. 511. 512. 513. 514. 515. 516. 517. 518. 519. 520. 521. 522. 523. 524. 525. 526. 527. 528. 529. 530. 531. 532. 533. 534. 535. 536. 537. 538. 539. 540. 541. 542. 543. 544. 545. 546. 547. 548. 549. 550. 551. 552. 553. 554. 555. 556. 557. 558. 559. 560. 561. 562. 563. 564. 565. 566. 567. 568. 569. 570. 571. 572. 573. 574. 575. 576. 577. 578. 579. 580. 581. 582. 583. 584. 585. 586. 587. 588. 589. 590. 591. 592. 593. 594. 595. 596. 597. 598. 599. 600. 601. 602. 603. 604. 605. 606. 607. 608. 609. 610. 611. 612. 613. 614. 615. 616. 617. 618. 619. 620. 621. 622. 623. 624. 625. 626. 627. 628. 629. 630. 631. 632. 633. 634. 635. 636. 637. 638. 639. 640. 641. 642. 643. 644. 645. 646. 647. 648. 649. 650. 651. 652. 653. 654. 655. 656. 657. 658. 659. 660. 661. 662. 663. 664. 665. 666. 667. 668. 669. 670. 671. 672. 673. 674. 675. 676. 677. 678. 679. 680. 681. 682. 683. 684. 685. 686. 687. 688. 689. 690. 691. 692. 693. 694. 695. 696. 697. 698. 699. 700. 701. 702. 703. 704. 705. 706. 707. 708. 709. 710. 711. 712. 713. 714. 715. 716. 717. 718. 719. 720. 721. 722. 723. 724. 725. 726. 727. 728. 729. 730. 731. 732. 733. 734. 735. 736. 737. 738. 739. 740. 741. 742. 743. 744. 745. 746. 747. 748. 749. 750. 751. 752. 753. 754. 755. 756. 757. 758. 759. 760. 761. 762. 763. 764. 765. 766. 767. 768. 769. 770. 771. 772. 773. 774. 775. 776. 777. 778. 779. 780. 781. 782. 783. 784. 785. 786. 787. 788. 789. 790. 791. 792. 793. 794. 795. 796. 797. 798. 799. 800. 801. 802. 803. 804. 805. 806. 807. 808. 809. 810. 811. 812. 813. 814. 815. 816. 817. 818. 819. 820. 821. 822. 823. 824. 825. 826. 827. 828. 829. 830. 831. 832. 833. 834. 835. 836. 837

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Reporting Style

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Injuries from Displaced Wires.

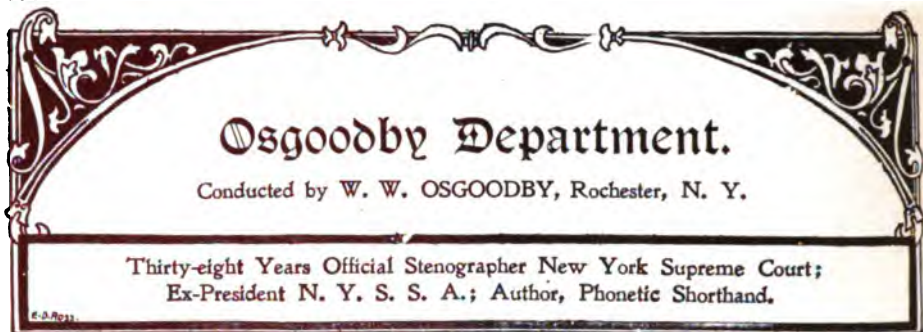
IT would seem too plain to require argument that the allegations of the petition show negligence on the part of the telephone company. Under the facts and circumstances stated the wire was an obstruction upon the public highway. Travelers were liable to collide with it, and injurious consequences to them would follow as the natural and probable result of such contact. Article 622 of the Revised Civil Statutes of Texas provides: "Corporations created for the purpose of constructing and maintaining magnetic telegraph lines are authorized to set their poles, piers, abutments, wires, and other fixtures along, upon, and across any of the public roads, streets, and waters of the State, in such manner as not to incommode the public in the use of such roads, streets, or waters."

The duty on the part of the telephone company was clear to prevent its wire from becoming an obstruction on the highway. Under the circumstances shown the defendant in error might have been hurt by coming in contact with the wire of the telephone company, and injuries to the defendant in error might have resulted, independent of the fact that the wire at the time was loaded with a charge of electric fluid from the clouds and storm then prevailing. So that it is difficult to see how this verdict could be disturbed even if the contention of the plaintiff in error is correct, that the electricity with which the wire was charged at the time was the proximate and immediate cause of injury to the defendant in error, for which the telephone company cannot be held responsible. Negligence is a mixed question of law and fact, and is a question for the jury, under proper instructions from the court. It is not claimed here that the court misdirected the jury in its charge on the law of the case, and the verdict is: "We, the jury, find for the plaintiff in the sum of twenty-five hundred dollars." The jury found negligence on the part of the telephone company, resulting in injuries to the defendant in error, and for which they assess his damages at \$2,500. It is not shown that the jury found that the wire of the telephone company was charged

with electricity at the time the defendant in error came in contact with it, and that the electric fluid was the cause of the injury to the defendant in error, and so it is not clear that there was any error in the ruling of the court, even upon the theory of the case insisted upon by the plaintiff in error. No point is made on the question of contributory negligence, and the contention of the plaintiff in error seems to be that the petition states the cause of action to have been the injuries which resulted from the fact that the wire at the time of contact with it by the defendant was charged with electric fluid, for the creation and existence of which the telephone company was in no sense responsible. Persons, however, must be held to know the ordinary operations of the forces of nature, and to use proper means to avert danger. If the electric fluid with which the wire of the telephone company was charged at the time was an element or the main element in the production of the injuries to the defendant in error, still it is clear that the displaced wire furnished the means of the communication of the dangerous force which resulted in the injury to the defendant in error. Science and common experience show that wires suspended in the atmosphere attract electricity in the time of storms, and when so suspended and insulated are dangerous to persons who may at such times be brought in contact with them, and the petition charges that, during electric or thunder storms, such wires ordinarily become heavily charged with electricity, of power sufficient to cause death or great injury to those coming in contact with them; and whether this is so or not is a question of fact. To say that the agency of the telephone wire in the production of the injury was inferior to that of the electric current, which was the main cause, is not satisfactory. It is, in fact, to admit that the company's displaced wire furnished the means by which the dangerous force was communicated to and injured the defendant in error. Extract from opinion of Judge Bruce in *Southwestern Telegraph and Telephone Company vs. Robinson*, 50 Fed. Rep., 810.

Injuries from Displaced Wires

2500" 2,500
 810



Contractions and Word-forms.

(Continued from March number.)

be questioned or challenged, or his compliance with his regular agreements be prevented, and additional disqualifications be determined upon by inconsiderate officials, to disorganize trade and to put difficulties in the way of commercial transactions? If it is decreed that manufacturers and banks and business establishments are to be substantially forced to assignments by the application of this rule, we apprehend that loss of personal security may follow the loss of property.

10. What is the significance of this unconsidered resolution? What is to be its longer continuation, or the possibility of the frequency and duration of its distinct and unconditional enforcement? What doctrine determines its indispensable necessity, or requires this commission of injustice? How inconsistent are the extravagant technical arguments in explanation of the determination to compel acquiescence in this transition toward financial destruction! The circumstances connected with this destructive demonstration by the dignified and consequential gentleman who assumed to be the corrector and governor of the postal affairs of the republic, and who is really responsible for the bewildering sense of insecurity and apprehension so generally felt, are arousing such indignation and anger as should at least lead him to heed the expression of the dissatisfaction so universally entertained. The complication is exceedingly serious, and we trust that it will at once attract the attention of the authorities, and that they will teach a lesson to this transient proficient in legislation that will be instructive to such as he for all time to come.—*The Modern Anarchist*.

11. It is not strange that mistakes should occasionally be made by stenographers—indeed, it would be strange if

there were not. They generally occur from misunderstanding the words of a speaker, or from misreading the notes in the hurry of transcription. The latter is most likely to cause such mistakes, especially where it is necessary to dictate the notes to another stenographer. Probably the most dangerous mistakes are occasioned from writing the same outline for two or more words which the context will not aid in distinguishing. Some systems of shorthand furnish many opportunities for such mistakes, as, where the words *at all* and *until* are written alike. If a witness should testify, for instance, "I was not in Brooklyn until the first of March," the most expert reporter or copyist from such a system might readily fall into the error of writing, "I was not in Brooklyn *at all*, the first of March;" and the result to the witness might be by no means pleasant if he should be indicted for perjury on account of the statement thus attributed to him.

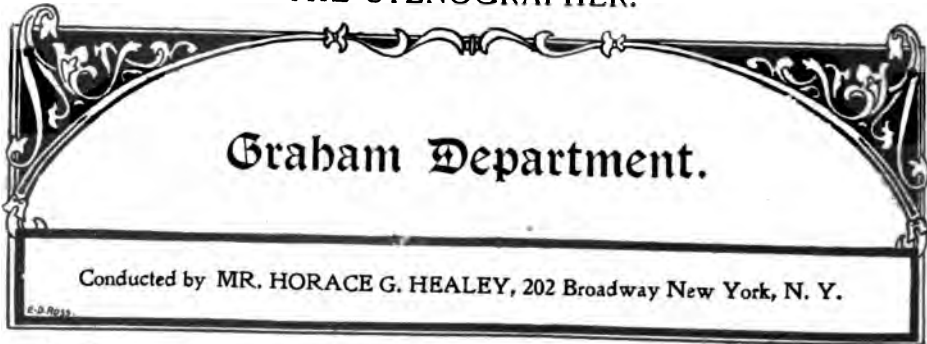
12. Closely associated with the stenographers in this great city, is a vast army of typewriters, most of them ladies of education and culture. They have their offices, make very good incomes and live well. They have a uniform scale of prices, charging five cents a folio for a single copy, eight cents for two copies, and ten cents for three. Some of them become very expert in the use of the typewriter, and often write at the rate of seventy-five words a minute, but of course such a speed cannot be kept up for any great length of time. Many of these ladies are experts in shorthand, and are able to take dictation from the official stenographers, and even to occupy responsible positions as reporters. Their work, like that of official stenographers, is often tedious, but it is generally very pleasant and satisfactory. They are able to earn good incomes, frequently as high as from \$1,500 to \$2,500 a year.

 Osgoodby's *Phonetic Shorthand Manual*, \$1.25; *Speed-book (without key)*, \$1.00; *Compendium, for the vest-pocket*, 50c; *Word-Book*, \$1.50; *The Great Moon Hoax (engraved shorthand)* \$1.25. For sale by *The Stenographer Printing and Publishing Co.*

408 Drexel Building, Philadelphia, Pa.

OSGOODBY SHORTHAND.

| CONTRACTIONS AND WORD-FORMS. | |
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IN OBTAINING high speed in shorthand, it is well for the student to remember that rest has its fruits as well as continued effort. The athlete, in strengthening his muscles, does not exercise with the dumbbells from early morning until late at night, but insists upon frequent intervals of rest, that there may be a period of growth. So it is in attaining high speed in shorthand writing. Over-exertion dulls one's perception and renders all the faculties employed somewhat incapacitated. The ambitious young writer is very likely to overdo in his anxiety to succeed.

Some eleven years ago, when the writer was a resident of the State of Idaho, a Constitutional Convention was held in the capital city of that State. Mr. Sholes, the veteran shorthand writer of Portland, Oregon, was the official reporter of the proceedings. Each day, immediately upon adjournment, Mr. Sholes retired to his room at the hotel, there to rest his body and refresh his mind by scanning the pages of the current magazines or reading light literature and news of the day. At that time the writer was struggling for high speed in his reporting work, and was in the habit of taking his notes home with him at night to read them over and correct faulty outlines. Mr. Sholes taught him that, after a hard day's work in reporting, the mind needed rest in order that it might be fresh and vigorous for the next day.

It is difficult to read notes when one knows that he is going to fail, whereas, if one goes about the task confidently, he will be surprised at the ease with which the seemingly impossible outlines are discerned. Therefore, in this lesson I would suggest that a period of rest follow that of long-continued application in practicing for speed. This period of rest does not mean idleness, but change of work.

Great Modern Presses.

(Continued from the April Number.)

in their ordinary issues ten or twelve pages. Of these the press will turn out 72,000 in an hour, 1,200 to the minute, or twenty every second.

The machine weighs over sixty tons and is massive in its proportions. Yet its touch is as deft as that of human fingers. It handles the papers accurately, cuts them precisely and folds them up evenly, all with a speed that is well-nigh incredible.

Its operation is easy and resistless. A man throws back a lever; the many shafts and cylinders begin to revolve, going faster and faster until the streams of white paper are pouring into the machine too rapidly for the eye to measure. On the other side the printed sheets rain out so fast that one sees only the continual flash of the steel fingers that seize and forward every sheet. The operation of the press at its highest rate of speed means that each paper receives its impression in less than one-fifth of a second. How a permanent imprint can be made in that space of time is a marvel difficult to comprehend. Yet it is done. The ink does not smut or rub off, and even the most delicate lines of an illustration are accurately reproduced.


It is easy to understand that such a machine as this, performing many different operations, represents a series of achievements rather than a single one. It is a gradual and natural development from the wooden screw press used by Gutenberg back in the middle of the fifteenth century. But while there is no hard and fast line separating the new from the old or the perfect from the primitive in the history of printing, there are certain dates that are marked by notable advances and improvements in the art.

One important change took place in 1806, when a Saxon named Frederick Koenig devised a form of press in which the paper was carried on a cylinder and received its impression from a form of type carried backward and forward on a flat bed. The first of these cylinder presses was little more rapid than the earlier hand and lever forms, because the cylinder had to stop three times—that is, had three separate motions—to each impression. But in 1814 Koenig improved on this by a continuously revolving cylinder press, which attained a rate of 800 sheets an hour. The advance

(To be continued.)

GRAHAM SHORTHAND.

Handwritten musical notation on a five-line staff, featuring various notes, rests, and bar lines. The notation is written in a cursive style. The page number '72' is visible in the top right corner.

 The only books that present the Graham system in its purity are published by Andrew J. Graham & Co., 1135 Broadway, New York. Catalog and circulars free.

Shorthand at Home.

By CHAS. T. PLATT.

LENGTHENING.

1. Curved stems are made double their normal length to add certain final syllables, viz.:

2. Ing is double-lengthed to add "kr" or "gr" syllables, as in "anger" (ang-gr), "anchor" (ang-kr), etc.

3. Emp-b is double-lengthed to add "r," as in "ember" (emb-r), "temper" (temp-r), etc. Thus, the thickening and lengthening combined adds "pr" or "br" syllables to Em.

4. Making double-length any other curved stem adds the syllables "tr," "dr," or "thr," as in "winter" (win-tr), "slaughter" (slaw-tr), "murder" (mr-dr), "smother" (smuthr), etc.

5. The syllable added by lengthening reads after any vowel sign placed after the lengthened stem. Therefore, if such syllable immediately precedes a final-vowel sound, the double-consonant sign, or some other sign which will permit expression of the final-vowel, must be used. See line 1 of plate, and contrast: Anger, angry, hunger hungry, ember imbrue, winter wintry, weather Withrow, psalter sultry.

6. Vowel signs are placed at the beginning, middle, and end of stems, the same as in the case of single and half-lengths.

7. The first half of a lengthened non-horizontal stem is placed in a desired position, viz.: The first half is placed above the line for the first position; on the line for the second position, and through the line for the third position. Horizontals are positioned the same as for single and half lengths. See line 2 of plate, and contrast: Flitter litter, flutter letter, fatter latter; neither smother matter finger lumber elevator.

8. The circles and loops are attached to lengthened stems in the same manner

as to other lengths. See line 3: Walters Astors lingers cylinders.

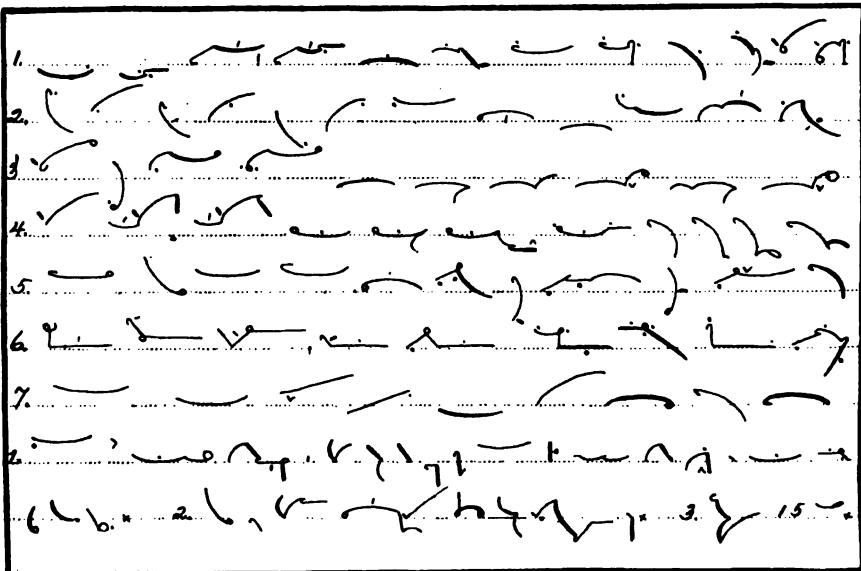
9. If a lengthened sign represents a primitive word, the signs of the additional sounds of a derivative are joined to such primitive stem to form the outline of the derivative. See line 3: matter material materially materialize immaterial materializes; (line 4) alter unaltered unalterable, center central centrifugal concentric, further furthered, furthermost furthermore.

10. In rapid utterance the words "their," "there," and "other" are often heard as "thr" slurred with preceding words, viz.: "When their-there" (heard as "whenthrr"), "some other" (heard as "sumuthrr"), etc. The lengthening principle may be appropriately used in representing such phrases. See line 5: When there is, if there is, in their, in all their, some other, receive their, through their-there, reclaim their, so there is, resign their, over their-there.

11. Straight strokes are occasionally lengthened to add "tr" or "thr" where experience has demonstrated that such lengthening cannot be construed as repeating the straight-stem consonant. The following are some safe instances (see line 6): Instructor prosecutor persecutor protector respector instigator exhibitor contractor refrigerator.

12. Word Signs: (see line 7). Entire, another, writer, rather, longer, letter, embarrass, further, murder.

13. Test Words.—Shatter desolater smatter psalter frittered flattered somber water watery sentry thither lighter swelter oyster smother damper father laughter (laftr) alter ultra exhibitor, tender janitor legislator swifter refrigerator director wilderness literally literal.





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John C. Dixon, Secretary and Treasurer.

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"The Stenographer" is published in the interest of the Shorthand and Typewriting profession of the country; and all men, all systems and all machines will receive equal recognition in its columns.

The columns of "The Stenographer" are always open to correspondents. We shall be glad to publish matters of interest to the profession in all its branches. Communications should be addressed to the Editor, who is not responsible for the opinions of correspondents.

"The Stenographer" is a progressive journal, and the publishers will appreciate suggestions of improvement in any of its departments.

Issued on the first of each month.

Subscription: United States, Canada and Mexico, \$1.00 a year; other places in Postal Union, \$1.25 a year.

Advertising Rates furnished on application.

A Surprise to the Editor.

WHEN the editor of THE STENOGRAPHER received his desk copy, last month, he was very much surprised to find that his associates had taken advantage of him by the use of an insert page containing a half-tone cut which had recently appeared in a Masonic publication. Of course, it is a pleasant surprise, and if the subscribers of THE STENOGRAPHER will recognize that the editor was absolutely unaware of the fact that this photograph was to appear, he will forgive his associates for making him thus seem to "blow his own horn."

As he looks at this cut, he realizes that it is a long time since he was a boy, but as he looks into his own heart it seems as though his boyhood days had never left him. He can only wish that all of the subscribers to

THE STENOGRAPHER may live long, be very useful in their day and generation, and grow old as gracefully and as patiently as those who know that, in the great hereafter, they shall all assume the golden maturity of the celestial life, and continue unceasingly happy in the endless activities of a life in which the element of time has no consideration.

"FROM AMANUENSIS TO COURT REPORTER; OR, HOW TO TRAIN FOR COURT WORK."

MR. WILLARD B. BOTTOME, of 220 Broadway, New York City, is well and favorably known in the profession as an expert reporter, but while many can write shorthand, not every one has the faculty of teaching it. Mr. Bottome is also an expert as a teacher, and his book with above title will lead the thoroughly competent amanuensis over the road toward the goal of rapid and accurate court work in the easiest and quickest manner.

The price of the book is only \$1.00, and Mr. Bottome guarantees satisfaction or money refunded. Undoubtedly, there are thousands of shorthand writers in the country to-day who would be much benefited by a careful study and faithful observance of the principles and lessons set forth in this interesting and valuable manual.

THE South Bend (Indiana) Commercial College seems to be very popular. Its management evidently understand how to deserve success, as was indicated by a reception and entertainment recently given by the faculty and students. The programme was an address of welcome by Prof. W. T. Boone, orchestral selections, solos by Prof. B. R. Thomas, readings by Miss Ortelia Bell, followed by a formal reunion and refreshments.

THE STENOGRAPHER.

"MR. F. H. HEMPERLEY,
DEAR SIR:

I take the liberty of writing to you, as the highest authority I know of on stenography. I do not wish to take more than a minute of your time, but I would be exceedingly gratified if you would drop me a line telling me what you think of the—system of shorthand as regards speed, especially as compared with the—system.

I had always supposed the latter to be the most rapid system when once *thoroughly acquired*, but one of—students gives a testimonial in which he claims to write 252 words per minute after less than 4 months study—he having no knowledge of shorthand previously. Either this man must be a terrible liar, or I should suppose the—must be the system to write. With its non-position, non-shading and connective vowels, it is, doubtless, an easy system to learn, much easier both to write and to read than the—, and one can probably become proficient therein in a fraction of the time required by the—. But, notwithstanding all the 'testimonials' presented, I can scarcely bring myself to believe that it can be written as swiftly as the old—system.

I should like to have an expert opinion about this, and I hope you will not consider it too much trouble to tell me just what the facts are. I enclose stamp for answer, for which I beg to thank you in advance."

DEAR FRIEND:

You are entirely correct in your supposition in the matter referred to by you. It is a good deal easier to build a one-story shanty than a four-story modern dwelling, and the difference between the shanty and the dwelling fairly represents the difference in value between the two systems.

For a summer vacation in the woods, the shanty is the thing, but for the varied requirements of civilized life, a man who has the leisure and the money will select the house every time.

MR. J. A. HARARDER, principal of the Shorthand Department of the New Era Business College and Institute of Shorthand, West Superior, Wis., writes as follows:

"I find THE STENOGRAPHER to be very helpful to me in my work, being quite 'up-to-date,' and containing points of information that I cannot get elsewhere. I am pleased to say that we have a flourishing Shorthand Department, and are turning out

some well equipped stenographers. We believe in the long term, and a thorough preparation in English and office work. We teach the Touch method of typewriting exclusively, and are meeting with good results with it."

We are pleased to know that this school believes in the long term and thorough preparation. Short terms and insufficient preparation have been the bane of the business long enough. THE STENOGRAPHER will support such schools.

WE have recently come into possession of a copy of Volume I of THE STENOGRAPHER, bound in half morocco, and a complete set of the same unbound, either of which copies we can sell at for \$10.00 for the bound and \$9.00 for the unbound volume.

THE stenographic skill and legal lore of Henry W. Thorne, the editor of the Law Reporting Department of THE STENOGRAPHER, well-known as a Counsellor-at-Law and Official Court Stenographer, at Johnstown, N. Y., has been happily utilized by Messrs. Isaac Pitman and Sons, in the presentation of "Instruction in Legal Work for Court Stenographers and Law Students." This appears in Pitman's Twentieth Century Dictation Book and Legal Forms, pages 171 to 210 inclusive, and is also published separately in pamphlet form, with cover, at 25 cents per copy.

RECEIVED from Messrs. Isaac Pitman & Sons, 33 Union Square, New York, "High Speed in Shorthand; How to Attain It," by Bernard De Bear, principal of Pitman's Metropolitan School, London. Lithographed in easy reporting style by Al. Monroe Peebles, with key in letter press (counted for dictation purposes). This is a second edition, revised and enlarged. Retail price 25 cents.



Court Room Scene where Judge Chambers maintained the Supremacy of the United States in Samoa.

A WELL-KNOWN official stenographer sends us the above with the following comment :
 "The Coon stenographer's attitude reminds one of the ease of our office female amanuenses when they are in court, except the girl generally rests her chin on her hand to show her rings and ennui."

J. HARVEY RUSSELL has been appointed chief stenographer of the new Court of Common Pleas No. 5, of Philadelphia, Pa., by Judges Martin, Ralston and Stevenson. Mr. Russell has had large experience, and is undoubtedly appointed upon his merits.

A SUBSCRIBER is desirous of securing a copy of THE STENOGRAPHER for January, 1899, Volume 14, No. 1, to complete his file. If any of our readers can supply this number please communicate with us.

PUNCTUATION AND CAPITAL LETTERS

James F. Willis, 1427 Euclid Ave., Philadelphia, author of "2000 Drill Sentences for Grammatical Analysis," "Grammatical Cautions," "Short Process Series in Arithmetic," etc.

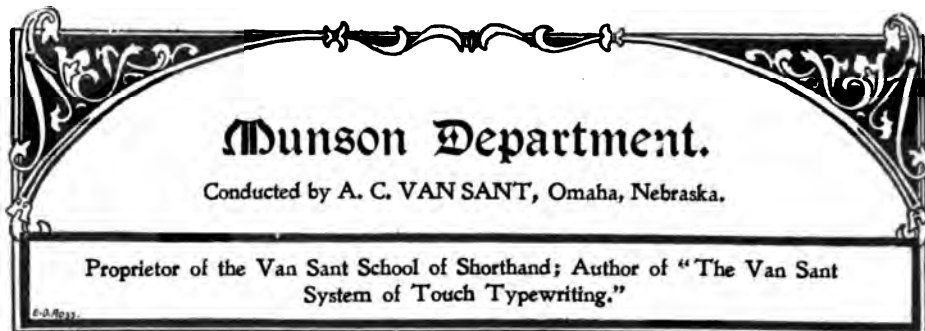
Professor Willis is a genius in the art of book making. He succeeds in putting into these monographs all that is necessary for a comprehensive treatment in a surprisingly small space. In this book he shows clearly that the chief office of punctuation is to unfold the meaning of sentences with the least trouble to the reader, and to bring out the sense of the writer to best advantage. The keynote to his good sense is in this sentence, "Judgment often dictates the omission of marks sanctioned by good usage, and quite as often dictates the insertion of marks not accounted for by good usage." There are 840 illustrative sentences in the book, all carefully selected and arranged.—*Journal of Education*.

Nothing For a Woman To Say.

FROM AN OLD LOVE LETTER.

IT is hard for a man to write a love-letter, but I do not see how a woman can do it at all. A man can use pet names freely and say all sorts of sweet things to a woman. A woman, though, is even afraid to tell a man that she loves him, and yet she knows that her lover is almost dying to hear her say that. You could not tell me that I am pretty and sweet, could you? You could not praise my cherry lips, my peachy cheeks, my lustrous eyes and my snowy brow? Not if you told the truth, you couldn't. You cannot tell me what a nice little sweetheart I am and say that you would give your life and the world and several other trifles for just one kiss? You cannot tell me that you love me because I am so good, and that I would take first prize at an international beauty show. You cannot tell me how many men you have given up for me, that my love is the one great hope of your life and if you do not get me the sun and stars will be blotted out, the earth be rolled up like a patent window curtain and all creation become one horrible hiatus. Such talk as this is allowed to men, but it seems to me that there is hardly anything at all that the women can say. I sympathize with you, darling, and I will try to be satisfied if you will only call me—&c., &c., &c.

W. W. STICKLEY.



Injuries from Displaced Wires.

IT would seem too plain to require argument that the allegations of the petition show negligence on the part of the telephone company. Under the facts and circumstances stated the wire was an obstruction upon the public highway. Travelers were liable to collide with it, and injurious consequences to them would follow as the natural and probable result of such contact. Article 622 of the Revised Civil Statutes of Texas provides: "Corporations created for the purpose of constructing and maintaining magnetic telegraph lines are authorized to set their poles, piers, abutments, wires, and other fixtures along, upon, and across any of the public roads, streets, and waters of the State, in such manner as not to incommode the public in the use of such roads, streets, or waters."

The duty on the part of the telephone company was clear to prevent its wire from becoming an obstruction on the highway. Under the circumstances shown the defendant in error might have been hurt by coming in contact with the wire of the telephone company, and injuries to the defendant in error might have resulted, independent of the fact that the wire at the time was loaded with a charge of electric fluid from the clouds and storm then prevailing. So that it is difficult to see how this verdict could be disturbed even if the contention of the plaintiff in error is correct, that the electricity with which the wire was charged at the time was the proximate and immediate cause of injury to the defendant in error, for which the telephone company cannot be held responsible. Negligence is a mixed question of law and fact, and is a question for the jury, under proper instructions from the court. It is not claimed here that the court misdirected the jury in its charge on the law of the case, and the verdict is: "We, the jury, find for the plaintiff in the sum of twenty-five hundred dollars." The jury found negligence on the part of the telephone company, resulting in injuries to the defendant in error, and for which they assess his damages at \$2,500. It is not shown that the jury found that the wire of the telephone company was charged

with electricity at the time the defendant in error came in contact with it, and that the electric fluid was the cause of the injury to the defendant in error, and so it is not clear that there was any error in the ruling of the court, even upon the theory of the case insisted upon by the plaintiff in error. No point is made on the question of contributory negligence, and the contention of the plaintiff in error seems to be that the petition states the cause of action to have been the injuries which resulted from the fact that the wire at the time of contact with it by the defendant was charged with electric fluid, for the creation and existence of which the telephone company was in no sense responsible. Persons, however, must be held to know the ordinary operations of the forces of nature, and to use proper means to avert danger. If the electric fluid with which the wire of the telephone company was charged at the time was an element or the main element in the production of the injuries to the defendant in error, still it is clear that the displaced wire furnished the means of the communication of the dangerous force which resulted in the injury to the defendant in error. Science and common experience show that wires suspended in the atmosphere attract electricity in the time of storms, and when so suspended and insulated are dangerous to persons who may at such times be brought in contact with them, and the petition charges that, during electric or thunder storms, such wires ordinarily become heavily charged with electricity, of power sufficient to cause death or great injury to those coming in contact with them; and whether this is so or not is a question of fact. To say that the agency of the telephone wire in the production of the injury was inferior to that of the electric current, which was the main cause, is not satisfactory. It is, in fact, to admit that the company's displaced wire furnished the means by which the dangerous force was communicated to and injured the defendant in error. Extract from opinion of Judge Bruce in *Southwestern Telegraph and Telephone Company vs. Robinson*, 50 Fed. Rep., 810.

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—*Journal of Education.*

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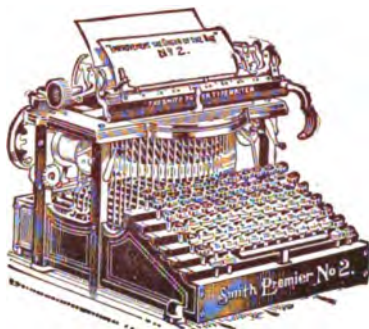
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XVI.

PHILADELPHIA, JUNE, 1901.

NUMBER 6.

L. E. BONTZ.

First Vice President of the National Shorthand Reporters' Association, President of the California State Stenographers' Association, and Official Reporter of the Supreme Court of Santa Clara County.



IT is the happy combination of talents and good qualities, of harmonious union of intelligent, sagacious and upright powers, rather than the dazzling brilliancy of any special trait, which constitutes the commendable completeness and attractiveness of this man's character.

Of all those field marshals in the shorthand profession—such as Jerome B. Howard,

O. C. Gaston, James D. Campbell, Charles H. McGurrin, Louis E. Schrader, W. H. Macfeat, Dr. Rudolf Tombo, F. O. Hoffman, Charles Currier Beale, Peter P. McLoughlin, J. D. Strachan, Buford Duke, Miss Frances A. Hoover, Frank H. Burt, George C. Palmer, Charles L. Morrison, Miss Jessie Besack, Robert H. Atkinson, Col. Henry C. Demming, Miss M. Jeanette Ballantyne, and numerous others—who for some years have been attempting the mobilization of its natural forces and earnestly endeavoring, with constancy and zeal, to permanently establish a national organization of shorthand reporters, such as shall prove a boon and a blessing to themselves and their posterity—among all these none is more invariably calm, courteous, careful, and none more successful, than L. E. Bontz.

As chairman of the California organization committee of the National Shorthand Reporters' Association, and practically as the conductor of its campaign in the Pacific Coast region; as an active participant in the Chicago organization convention of 1899, and as a member of its constitutional committee: as second and first vice president, respectively, during the two years of the Association's existence; as twice president of the California State Stenographers' Association, where the land teems with able and brilliant reporters as it does with flowers—Mr. Bontz has fulfilled the duties of these positions, along

with his arduous labors at the official reporter's desk, honorably and well, while he has been always the same cool, sagacious and single-minded man. As an evidence of how much the forcefulness of his personality is felt in national shorthand circles, and as a fitting recognition of his capabilities, though necessarily absent from the Put-in-Bay convention of 1900, Mr. Bontz was elected First Vice President, though there was an abundance of good timber there, which he may well esteem as a mark of honor, such as cannot be struck from a medal or embodied in resolutions.

Mr. Bontz is a native of Illinois—born at Peoria, May 1, 1864. He was raised on a farm, attending the country schools; then taught school for four years, earning enough to carry him through college. Like many of us country boys, he had his eyes on the big cities, whose possibilities beckoned him to "the Street," and he took up the study of law in Chicago, but finding expenses too heavy, returned to the role of the pedagogue once more and took up the study of shorthand.

On returning to Chicago, Mr. Bontz followed law and general reporting, became private secretary to an official of one of the large railways centering there, then accepted a position with a large mining company in northern Michigan, with which he remained seven years, being soon transferred to San Jose, California, where the company had large interests.

In 1897, Mr. Bontz secured his present official position through a competitive examination. He had experience in Chicago in a newspaper field and for years has been special correspondent at San Jose for San Francisco and other papers.

And at San Jose he continues to happily dwell with his wife and three children.

KENDRICK C. HILL.



Major Edgar S. Dudley, Judge-Advocate of the Department of Cuba, in his latest report of Civil affairs of that island says: "At present the investigation (in criminal cases) is made by a Judge of Instruction, who examines witnesses day by day, their evidence being taken down in longhand by an Escribano, with consequent delay, and frequently hardship and annoyance to witnesses; so much so that people fear the ordeal, and will use any available method to avoid being called upon to testify."

Passing of the Male Employee.

More Than a Third of the 7637 Clerks in the Government Offices in Washington Are Women.

Old-time theory exploded.

Female Workers Established a New Standard of Efficiency. Woman Made Chief Clerk of the Bureau of Rural Free Delivery.

From a Regular Washington, D. C., Correspondent of The Press.

ON July 1 A. W. Machen, superintendent of free delivery in the Post Office Department, will become general superintendent of the free delivery system, which will be reorganized and include the rural branch of the service as well as city delivery. The last act of Postmaster General Charles Emory Smith before leaving on the trip with the President was to sign the order giving Mr. Machen this promotion. The reorganization of the free delivery system is in accordance with an act of Congress and marks a significant and important step in the postal service.

The advancement of superintendent Machen is in itself a significant step. To a large extent it carries with it the recognition of women as efficient Government officers, for Mr. Machen has selected as chief clerk of the new bureau Miss Ina S. Liebhardt. This will be the highest position in the Post Office Department ever filled by a woman and her appointment emphasizes the great advance women have made since their first admission into the Government service and proves the theory held by observant men in executive positions that women are just as capable as men in the performance of duties where brains and general intelligence are requisite. Not long ago a woman was advanced to the position of law clerk in the office of the Comptroller of the Currency. Now a woman is appointed to fill an executive position, second only in importance to the head of a bureau. These advances call attention to the successful invasion of Government fields by women.

MALE EMPLOYEE DISAPPEARING.

An expert accountant, figuring on the percentages of increase in the number of female employees, demonstrates that if the

ratio continues for two more generations the male employee will have disappeared from the department and all positions will be filled by women. He bases his calculation on the increase of women employees since the first were appointed in 1862. At the breaking out of the war there was not a single woman in the employ of the Government. The departments in Washington were filled exclusively by men. The army made great drafts upon the male employees and in 1862, partly as an experiment, partly from necessity because men were growing scarce and partly in a spirit of justice to care for the widows, mothers and daughters of soldiers killed in battle, Secretary of the Treasury Salmon P. Chase appointed six women clerks. The appointment was made upon the recommendation of United States Treasurer Spinner, whose intricate signature upon Government currency has made him familiar to all.

This modest list of six women has grown in thirty-nine years to a total of 7637, which is more than one-third of the whole number of Government employees, exclusive of those in the Census Bureau. During the last eight years of 3000 appointees 2000 of them have been women. If this ratio is kept up it will not be long until all the clerical work of the Government is performed by women.

In no department of the Government have women received readier recognition than in the Post Office Department. The motto there has been that a woman performing the same work as a man is entitled to the same compensation. This is an advance from the original conception of woman's capabilities, for when she first entered the Government service she was paid the lowest salaries in the list. The first woman introduced in the postal service was appointed by Third Assistant Postmaster General Zeverly, early in the sixties, and he appears to have had the idea that one man was equal to two women. If a \$1200 position was vacated by a man he usually appointed two women to do the same work at a salary of \$600 each. These women were at first invariably assigned to duty in the dead letter office. Prior to their introduction into the service the returning of 125 letters per day was considered a good day's work for a man. Those officials who doubted the capacity of women

were somewhat chagrined to find that the female employees had no trouble in opening and returning 250 letters per day. They established a new standard of work, which the Post Office officials declared must be met.

DISCRIMINATION REMOVED.

In the early days there was unjust discrimination by act of Congress against women. Those desirous of keeping them out of the service constructed the law to mean that the legal definition of the word "clerk" was "male" clerk. At various times bills demanding fair play for women in the Government service were introduced, but they received little attention. Congress did, however, pass a bill discriminating against women by fixing the maximum salary for the so-called "female clerks" at \$900 per annum. This unjust law remained in force for several years, but finally in 1870 an amendment was passed which removed the discrimination and to-day none exists. It is a rule in all the departments since the civil service law has been operating to disregard the question of sex in the selection of clerks. Women now in Washington fill acceptably 40 per cent. or more of the clerkships and are found in positions where skill, diligence and tact are prerequisites.

Superintendent Machen is one of the strongest advocates of fair treatment to women and he justifies his strong convictions on the subject by experiences in his own division. When he first took charge of the free delivery division some eight years ago the women clerks were assigned to purely clerical duties, the highest of which was stenographic work. In speaking to-day of the changed conditions Mr. Machen said:—

"To-day it is quite different. The work of my division has been distributed among the clerks regardless of their sex and the greater portion of it, requiring judgment, executive ability, tact and diplomacy, is in the hands of these very same women who formerly were mere automatons. One woman handles all matters pertaining to the appointment, promotion and removal of letter carriers, dictates all of the correspondence relating thereto, makes rulings and passes upon important questions that continually arise. Another has direct charge of the distribution of the letter carrier force, prepares and considers all data relating thereto,

passes upon applications for additional service, scrutinizes the schedules under which carriers are employed and conducts the correspondence bearing upon these subjects.

WOMAN'S RESPONSIBLE POST.

"The books and accounts of this division, covering an annual expenditure of about \$17,000,000, are kept by a young woman whose fine executive ability and special qualifications have more than once placed her in full charge of the division as superintendent, acting in the absence of the superintendent and his assistants. Ten years ago some people would have been shocked at the idea of a woman superintending, even temporarily, one of the important branches of the postal service. The women of both free delivery services were given responsibility and they accepted it. They have proved by their efficient work, their faithfulness and their loyalty that no mistake was made when they were assigned to duties which in the old day were considered beyond their capacity. They enter into the spirit of the work making the interests of the service and of this division in particular their interests. The force of clerks in this division are now turning out three times as much work as was formerly gotten from the same number.

"Women are prominent in every bureau and division of the Post Office Department and are using their talents in a manner creditable to their sex and satisfactory to their superior officers. Their record shows them capable of performing the highest class of clerical work in the public service or for that matter in any other service, and is an evidence that women's sphere is being extended to include every walk of life, every occupation in which they may earn an honorable livelihood in a womanly way."



MARION HARLAND in the Department of the *North American*, "For and about Women," of May 11th, presents the following:

"Do you think a young lady who does not absolutely have to do so should take a position in a downtown office, especially after she has acquired a first-class education and dislikes teaching very much? What do you think of the average stenographer? E. A. R."

The vexed question, "How far is a woman who can live comfortably without working justifiable in taking a position which another woman, who must work for a living, needs?" has been discussed somewhat fully in this department. I have no hesitation in saying that no woman who is not obliged to support herself wholly or partially has a moral right to keep out those who need the place she is occupying.

At the same time, really skilled stenographers are few, even in this day. An educated woman, who can write her mother tongue grammatically, to whom he who dictates is not obliged to explain classical allusions, and other matters unknown to the illiterate; one who catches at and gracefully interprets his meaning; who spells and punctuates and paragraphs properly—is so rare a treasure that she can hardly be said to be the rival of the average shorthand writer and copyist. "There is always room at the top." Such a one makes a profession for herself. It ceases to be a trade in which there are many competitors.

I once dictated a letter to a "trained stenographer and typewriter," in which the word "home-maker" occurred. "A compound word," I said, seeing her pause. "Separate 'home' and 'maker' by a hyphen." When I read the copy I found, "home hifen maker."



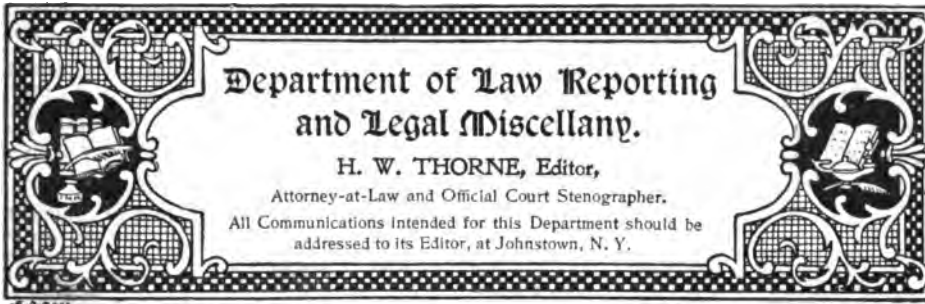
Law Department.

(Continued from folio 129.)

The story comes from the wild and woolly West that a shorthander, "Willie" Jackson, a former pampered social pet, has become a "Weary Willie." Incredible! Yet in proof of the charge, it is asserted, that "Willie" bore "a mass of notes" upon his person—not in his pockets, because it is not even conceded that he was the fortunate possessor of a pocket. A San Francisco police court stenographer translated these hieroglyphics, scattered among which appeared the names of "prominent" people underlined with notations such as (according to the translator) "call after lunch," "call at 3 p. m.," etc., indicating, it is charged, that "Willie" intended "milk-ing" these "high-mucky-mucks" for donations for pretended charitable purposes.

Persons desiring personal replies from the editor of this department, should enclose sufficient postage to cover same.

H. W. THORNE.



Liability for Stenographer's Services.

MISS CHRISTINE HEBER, a New York City stenographer, was employed to report the testimony upon the accounting proceedings of an executrix before a referee. At the first session the respective attorneys for the executrix and for the parties who were contesting the account entered into the following stipulation⁽¹⁾ which was entered in the stenographer's minutes: "It is stipulated by and between the parties hereto that Miss Christine Heber shall be employed as stenographer in these proceedings at the customary fee which shall be hereafter agreed upon between the parties hereto." After some testimony had been taken a subsequent stipulation was made and entered in the minutes as follows: "It is stipulated by and between the parties that the stenographer shall furnish three copies of the minutes of these proceedings at the rate of 35 cents per folio for three copies, to be paid out of the funds of the estate."

Miss Heber's bill for testimony furnished the contestants, amounting to \$389.60, was not disputed; but it was claimed by the contestants that the estate alone was liable, basing the claim principally upon the ground that the contestants' attorney was without authority to bind them by the stipulation. Miss Heber sued the contestants, securing a judgment for \$281.84 from which judgment the contestants appealed. The Supreme Court (of N. Y.) Appellate Division recently decided ⁽²⁾ the appeal in

favor of Miss Heber, and held that there can be no question as to the right of an attorney to bind his clients for stenographer's services performed in legal proceedings (citing *Tyrrell vs. Hammerstein* 33 Misc. Rep., 505; *Coale vs. Suckert*, 18 id., ⁽¹⁾ 76); and that the second stipulation could not be considered as a binding contract upon Miss Heber to relinquish her right to compensation from the contestants.



CARE should be exercised by stenographers reporting before referees, to so frame stipulations, affecting the terms of their employment, as to fully cover and safe-guard their rights.



Gems from Argument of Eloquent (?) Counsel.

"It is a well known fact, by the members of this bar, that when Judge A's memory is at fault, he is *terribly oily and smooth*."

"Neither one of them lived in that *deestrick*."

"He will stand up here with the *greatest smooth face and smiling countenance*."

"These men who were going *so terrible straight*."

"When the Judge is telling a thing he knows nothing about, I think he is the smoothest man in this country. But, when he tells a thing he knows about, he tells it just the same as anybody else would."

"W— had a little old hay in the bottom of the bay."

(1) "Stipulation." That which is stipulated or agreed upon, that which is definitely arranged or contracted; an agreement.

(2) See *Heber vs. Cooney et. al.*, 34 Misc. Rep., 161.

(1) "Id." Abbreviation of "Idem," Latin, meaning the same. That is, "18 Misc., 76."

THE STENOGRAPHER.

IN examining the last issue of *National Bankruptcy News* I notice that Lewis N. Dembitz, Esq., of Louisville, Ky., the author of "Law Language," published about 1892, and which had a deservedly wide sale among stenographers, was the attorney for the appellee in an important bankruptcy case in the U. S. Circuit Court of Appeals.

* * *

MR. KENNETH C. VIPOND, of 321 Forty-fifth St., Newport News, Va., asks for a description and price of "Practical Court Reporting," adding that he is advised by Mr. J. F. Davenport head teacher of stenography at Packard's Commercial School, N. Y. City, to study the book.

The book is devoted to the instruction of the shorthand writer in the art of reporting all sorts of judicial proceedings, in court and before referees. It contains directions in detail for doing the work of law reporting, but without attempting to teach the art of shorthand writing. Forms for captions, question and answer, narrative, objections, rulings, exceptions, and other parts of transcripts are also described and shown. The book may be obtained of THE STENOGRAPHER for one dollar.

* * *

Notes.

NATHAN A. WHITAKER, of Indianapolis, Ind., stenographer Morgan Circuit Court, has been appointed to defend impecunious persons charged with crime, at an annual stipend of \$100.00. Unless the criminal output be small, or indicted persons have plenty of "swag" to employ counsel, Brother Whitaker should advise a plea of "guilty" to be made by his clients.

Fred. W. Kriedler, Miles City, Mont., court stenographer Seventh Judicial District (comprising three counties), has rendered the following report of work of his court:

Number of cases in which stenographic record was made from Nov.

25, 1899, to Jan. 1, 1901—

| | |
|--------------------|---------|
| Criminal | 276 |
| Civil | 276 552 |

Average number of cases per year 50 2-11

I should think Brother K. would have time to defend the indicted persons of at

least one of his counties. Let him hold out for more than an annual salary of \$100—say fifteen times as much!

Now that was a good appointment, salary included, of Richard W. Ryan, N. Y. City, stenographer Special Term, Part I, First Dept. N. Y. Supreme Court, \$3000 per annum. Mr. R. had passed the civil service examination.

Frank A. Small, the well known court stenographer, recently died at his home in Augusta, Me.; after an illness of several weeks, in his fifty-sixth year. He succeeded Mr. Puisifer of Auburn as stenographer to the Main house, serving till 1887. He was stenographer to the supreme court from 1871 to 1878, when he was made official stenographer of the Kennebec superior court, which position he held to his death.

In the Robert Hutchinson murder case at Detroit, Mich., a conflict occurred between stenographers, John E. Linton and Charles Hammond, relative to notes taken by them at a coroner's inquest. Linton was placed on the stand by the defense and the people called Hammond. Then followed an examination of the witnesses in order to determine which was the more accurate. In a number of places the notes were different. For instance, in one case Linton's stenographic report made a witness say that he was employed "on Woodward avenue," while Hammond insisted the same witness stated that he was employed "in the Cuban Shining parlors," and did not mention "on Woodward avenue."

"Did you say that your notes are correct, from your notes or from your conscience?" Attorney Dohany asked Hammond.

"My conscience has nothing to do with it," the witness replied, "I depend on my notes entirely."

He would not swear that his transcript was perfect, but declared that he believed it was. No conclusions were drawn by the witnesses, but the question of accuracy was left to the jury.

Wasn't this stenographer correct in his testimony? Isn't his "belief" in the accuracy of notes about all one can swear to? This "belief" submitted to a jury, with testimony of length of service, experience and appearance and deportment on the witness stand are about the only legitimate facts upon which a jury could hope to decide a dispute between honest stenographers. To swear that a long stenographic report of testimony is absolutely *verbatim et literatim* is to affirm that one is more than human.

May number of *Chat*, published by Manhattan Reporting Co., N. Y. City, was received promptly. It is as helpful and "chatty" as ever.

(Continued on folio 127.)



Beauty as a Factor in Obtaining and Holding Positions.

THIS is one of the most peculiar subjects we have ever considered in this Department; and while, at first sight, it may seem a trifle flippant, from what we have learned it has had consideration at many hands from time to time. One of the best opinions we ever saw in print,—and we confess we have seen few!—we picked up a few days ago from a Southern paper; here are some extracts from it:

"You ask whether good looks are an advantage to a girl in business? I would answer 'no,' decidedly! A few years ago, however, when women began to enter business life in considerable numbers, the exact reverse was the case. I am still under thirty, but I remember distinctly when it was next to impossible for a homely girl to get a situation. Good looks were insisted upon in typewriters and stenographers, and merchants were then under the impression that pretty clerks brought trade. It took some time to explode that idea. No dependence was to be placed in the girls themselves; the handsomest were pretty sure to be vain and touchy, and when one proved really valuable, she was morally certain to get married at the very time her services were most needed. So practical men began to see that pretty girls did not pay as a cold business proposition; typewriting belles made more trouble than they were worth; they demoralized their fellow employees and created no end of jealousy and bitterness and friction. In most cases the poor girl was not in the least to blame. Results are the only things that count in business nowadays, and a few years ago a big reaction against beauty set in. I am referring altogether to the girl who 'travels on her prettiness;' a pretty girl who does not make her good looks obtrusive and who shows by her bearing that she expects to hold her position by simple hard

work has just as good a chance as anybody; but, unfortunately, such girls are rare.

"If a girl is thoroughly capable and has plenty of tact and discretion, her good looks will be no especial handicap in earning a living. Otherwise, she is nowadays at a decided disadvantage, compared to the girl who is homely and industrious."

At this juncture we hear some man exclaim, "Sour grapes! that was written by an ugly girl!" Along this same line, we recall an actual case in which the principal of a shorthand college stated to a pupil who, though not gifted with a pretty face, was yet thoroughly capable of filling a stenographic position, that her looks fully explained the delay in his securing an opening for her! We can, we think, class that among the subterfuges of the profession,—especially as the young woman in question is now holding a good position.

Given good looks and ability, we candidly believe that such a girl will have a better chance than the unattractive,—the Southern writer quoted to the contrary notwithstanding; it may be that this constitutes another difference between the North and the South! However, if a stenographic applicant possess good looks and indifferent shorthand ability, while she may triumph over a less attractive young woman, the prize secured will not be long in her grasp, once her incapacity is demonstrated.

We have heard of stenographers being employed chiefly on account of their good looks, and we have also heard of their being discharged for the same "cause;" yet again, we have had brought to our notice the employment of so-called *homely* girls by reason of the faithfulness of the description,

—but never have we heard of their being dispensed with on that account! As the Southern girl said, we do not wish anyone to infer that a girl cannot be pretty and capable, too; what we mean to say is that the combination of beauty and ability is rarer than that of unattractiveness and capability.

After all is said and done, a good business man is on the alert for a faithful, able assistant in his stenographer, and as the rank and file of womankind in our and every other profession can at least boast of the "happy mean" in nature's gifts, this factor in obtaining and holding positions may not be given a very important place in our thoughts.



Association Corner.

"RESOLVED, that women make better stenographers than men" was the subject of a debate at the New Orleans Stenographers' Association early in April, and it was decided in the negative. We are glad to see "progress" written on every department of this society's work.



Notes from the Field.

A bill has passed both Houses of the Vermont Legislature empowering women to be town treasurers, town librarians and notaries public.

Miss Josephine Mirfield of Moline, Ill., has resigned her position as stenographer in the office of State Attorney Weld, to accept a like position in the Rock Island and Peoria general office. Miss Bessie Mirfield takes her place in the State Attorney's office.

Recent students of the School of Commerce, Utica, N. Y., who have accepted positions are: Wheeler Manning, stenographer and book-keeper for F. G. Clark, Blue Stone Co., Oxford, N. Y.; Miss Elizabeth Roberts, stenographer for Chadwick Mills Cotton Co., Chadwicks, N. Y.; D. B. Oliver, timekeeper for Walter Bradley Contraction Co., Oswego and Auburn, N. Y.; and W. B. Wickham, Office Assistant, Oneita Knitting Mills, Utica, N. Y.

Miss Carrie Buch is occupying the position as stenographer with S. A. Conrad & Co., of Massillon, O., recently vacated by Mrs. Ida Bretz.

Miss Katherine A. Hickey, formerly at the Hotel Worthy, has just been appointed official stenographer to Police Commissioner Murphy of New York City.

Miss Fanny Brown of Elmira, N. Y., recently secured the position of stenographer with the Glen Salt Co.

Miss Lena Depree, a young lady of high social standing in Kalamazoo, Mich. has, received a letter informing her that she has been appointed stenographer at a salary of \$1,200 per year for the Spanish claims commission at Washington. Miss Depree does not leave for Washington until this fall, although her appointment takes effect immediately.

Miss May Rapp, of West Chester, Pa., who has been holding the position of book-keeper and stenographer in the State Asylum for the Insane, at Harrisburg, has relinquished her duties there to accept a similar position with one of the large business houses of Philadelphia.

Only fifty years ago, but one woman worked to every ten men. At present the ratio is one to four. Thirty years ago two-thirds of all the self-supporting women were domestic servants. To-day only one-third is so employed.

Miss Isabelle Wilson fills acceptably the position of stenographer with Governor Shaw, Des Moines, Ia.

Miss Margaret Marks of Great Falls, Mont., has resigned her position as stenographer at the Boston & Montana offices, and will go to Butte, to take a position in a bank there.

The justices of the Minneapolis supreme court were authorized by the recent legislature to appoint a stenographer each at a salary of \$800.00. Each judge has made his selection as follows: Justice Lewis, Miss Josephine Lewis; Chief Justice Start, William Bratgen; Justice Lovely, Miss Alice Corcoran; Justice Collins, Miss Carrie Hotchkiss; Justice Brown, Miss Frances Webb; all of Minneapolis, Minn.

The stenographer of the Clark Drug Co., of Warren, Ohio, is Miss Myra Burrows.

Mrs. Ruth V. Lowry has accepted the position of stenographer in the store-house of the C. B. & Q. in the office of W. L. Cooper, of Galesburg, Ills.

IDA E. TURNER.

Department of Practical Grammar.

By PROF. JAMES F. WILLIS, 1427 Euclid Ave., Phila., Pa.

Instructor in Grammar, Rhetoric and Etymology.

Conjunctions.

Conjunctions connect words, phrases, and clauses. There are two subdivisions—coordinate and subordinate: coordinate (1) join independent parts; subordinate (2) join dependent parts.

(1) Copy from life *as well as* from the masters.

Either seuse is wanting *or* sincerity has left the man who is affected.

A golden crown cannot cure the headache, *neither* can a velvet slipper give ease to the gout.

In life's lottery, no man draws all blanks, *nor* does he draw all prizes.

Use riches temperately; *otherwise*, you cannot be happy.

The engine was disabled: *consequently*, the train was delayed.

(2) Will you learn *what* age doth crave?

Fools rush in *where* angels fear to tread.

Whoever would search for pearls must dive deep.

Nothing is so important *as* to close life well.

Before men made us citizens, great nature made us men.

The man *who* has lost all will go *whenever* you wish.

Young men may be learners *while* men in age are actors.

If you wish another to keep your secret, first keep it yourself.

In the sentences above, the Italicized words are connectives: those following (1) are coordinates; those following (2) are subordinates. Three parts of speech are used as connectives—conjunctions, pronouns, and adverbs; conjunctions merely connect; pronouns and adverbs do also other work in the sentence.

The following are cautions to be observed in using connectives.

I. Choose *apt* (1) connectives, and avoid *needless* (2) connectives. The connectives following, violate this caution.

(1) He hesitated *as though* he did not know.

They would not buy the house *nor* the land.

No person can walk or run *without* he has legs.

He had barely left the room *but* you entered.

There is none so learned *who* cannot learn more.

Buy such goods only *that* you can sell.

I was not so young when my father died *but what* I perfectly remember him.

There is no gratitude so cutting *which* is received from friends.

He looks *like* he is angry.

(2) The pen has shaken nations, and *which* has established the world in peace.

Will you try *and* correct your mistakes?

Like as charity covers a multitude of sins before God, so does politeness before men.

II. Some connectives stand in correlation with other words; (1) let the right words stand in correlation, and (2) let them stand just where they belong.

Note—The following connectives stand in correlation with the words following them; it is in using these that mistakes are oftener made:—

And—both,

Nor—neither,

Or—either,

But—not only,

But also—not only,

But likewise—not only.

Subjoined are a few sentences in which these correlatives are correctly used; note that, if the former precedes a noun, a verb,

a preposition,—the latter also precedes a noun, a verb, a preposition.

The martyrs to vice exceed the martyrs to virtue. *Both* in endurance *and* in number.

Give the book to *either* the boy *or* the girl.

Not only the roses are in bloom, *but also* the honeysuckles.

The army *neither* captured the city, *nor* held the fort.

I visited *not only* France *but likewise* England.

We saw *not only* the battle, *but also* the death of many a brave soldier.

The following sentences are incorrectly used :

Not only the men were captured, *but imprisoned likewise*.

You must *not neither* walk *nor* study.

They must *either* send Thonias *or* William.

I have not arranged the time *either* for grammar *or* arithmetic.

The gown looked *neither* new *nor* felt soft.

Soldiers were *not only* enlisted from the city *but* from the country.

I have *not only* written poems *but* prose.

Neither Charles *or* Peter deserve the reward.

He has *not either* bought houses *nor* lands.

The vessels have *not* left the port *either* for Peru *nor* Brazil.

They plucked flowers *both* in the woods *and* the fields.

Not only did they speak ill of him *but of* her *also*.

Orders were sent *neither* to the general *nor* the admiral.

The men were *not only* punished severely *but* cruelly.

He has *both* studied French *and* German.

The farmer *not only* sold his horses *but* his cattle.

III. Connected words or phrases that refer to other words or phrases should *each* make good sense with what is referred to.

The following sentences are incorrect :—

They always *have* and always *did* protect his rights.

This street is not *so* broad but longer *than* that.

Our work is *so* tedious but more laborious *than* that.

IV. *Than* generally follows comparatives (1): it also often follows *else*, *other*, *otherwise*, and *rather* (2): if *else*, *other* and the

comparative *more* denote something additional but of the *same* kind—*but* or *besides*, as well as *than*, may follow them.

(1) Mankind act *more* from habit *than* from reflection.

Bad examples are followed *more than* good ones.

Some remedies are *worse than* the disease.

Better a dumb mouth *than* a brainless skull.

Kind thoughts are *rarer than* kind words or kind acts.

His sermons are something *else than* mere words.

I have naught *else than* praise for his career.

The author chose anything *else than* notoriety.

He has *no other* books *than* histories.

Other tribunals *than* that of criticism are to decide on the actions of men.

There are *other* evils *than* dishonesty.

They would not live *otherwise than* as students.

He walked *otherwise than* on crutches.

We cannot do *otherwise than* admire virtue.

I had *rather* be a dog and bay the moon *than* such a Roman.

Religion directs us *rather* to secure inward peace *than* outward ease.

I had *rather* speak five words with my understanding *than* ten thousand in an unknown tongue.

(2) We could see nothing *else (than or but)* water.

In colors, I like something *else (than or besides)* green.

When they built houses, they built something *else (than or besides)* mere shelters.

We have seen no *other lake (than or but)* this.

They own *other* houses *(than or besides)* there.

He bought *other* clothing *(than or besides)* this.

The king had *more* enemies *(than or besides)* those in London.

They must make *more* sacrifices *(than or besides)* these.

He could see nothing *more (than or but)* his ingratitude.

Criticize the connectives below : nine are correct.

O fairest Flower, no sooner blown but blasted ! Who knows but we may make an agreeable and permanent acquaintance with this family ? I shall take nothing but

that is his. The abbot cannot be humbled but what the community must be humbled in his person. She has no other endowments to speak of but nobleness and learning. She was always talking as though she was a disciple of Rousseau's. Instead of singing like the birds, I silently (!) smiled at my incessant good fortune. The wild Indian is unstable as water. Twice put on his trial after the failure of the insurrection, but whom the jury would on either occasion convict. He says nothing but that becomes a gentleman. God's ways are not man's; neither is He bound to means or to number. They challenged comparison as antagonists rather than disciples. Neither Caulfield or his successor could carry his point. He had no other evidence of his honesty but his hard hand. They had not journeyed far but the river and the way parted. Nature never expends effort without she has some clear end in view. There are few madmen but what are observed to be afraid of the straitwaistcoat. The reason why we do not believe at once in admirable souls is because they are not in our experience. I doubt not but there are many wise men in all places and degrees. They would say nothing else but good of him. Hardly a cavalier in the land but would have thought it a reproach to remain behind. That parents have the fate of their son largely in their keeping should not only enlist their parental pride and love but should stimulate their parental judgment. I doubt not but I shall, find him tractable enough. Not a writer that mentions his name but what tells the story of him. This wine is the same that Demosthenes drunk (!) in the composure of all his mellifluous orations. What will but has felt the fleshly screen. We come into the world to get not only a living but to live. The company had not long left but the trumpets and drums sounded. They have more ornaments besides brightness of understanding. Let him say nothing more but what he is told to say. He works like as if he did not love it. He has pictured Ariel delicate as an abstraction of the dawn and vesper sunlight. I no sooner saw my face in it but I was startled by my shortness. I cannot doubt but what praiseworthy motives made her capable of beholding death. There shall be nothing in my power you may deserve but you may get. He has been

accorded no praise but that is his due. It can be no otherwise but so. The Turk did not care whether or no his subject people learned anything from him. The name of (!) Byron reaped honors both of rank and fame. It is wonderful but that the governors do not redress such shameful abuses. It cannot be doubted but what there is a great desire of glory in a ring of wrestlers. I neither can nor will deny but that I know him. He walks like he was lame. Not a thing was stolen but what the sea gave it up. Congress could neither raise taxes through an excise, nor through custom-house duties. I do not doubt but what trouble shall ensue. There was a time when Millet drew little else but Cossacks and Orientals. The point was no sooner gained but new discussions arose. He looks like he is sick. Their places were taken by men who had never smelt powder nor seen the face of an enemy. Beauty is nothing else but a natural harmony of the members, animated by a healthful (!) constitution. To be negligent of what anyone thinks of you does not only show you arrogant but abandoned. They not only imposed taxes, but they laid duties on exports and imports. Either you are ignorant or seem so. Alike in its earlier passages and its later. Queen Victoria's reign is rich in historical labors. He wishes to claim a certain latitude both as to its fashion and material. Fate shall not alter it but that this hour to Pompey is his last. There is none so bad but shall find some to favor his doing.



"It is reported that a fond husband on one occasion, when looking over his wife's accounts, found frequently she had been giving money to G. K. W. Perhaps a little jealousy was mixed with his curiosity, when he asked who the man was, and the innocent wife replied that G. K. W. was short for "Goodness Knows What." This is a good story if true; for we presume that many a woman has a habit of writing down in her account book "to sundries" more often than she ought to do. Ellen H. Richards, of the Massachusetts Institute of Technology, contributes an article to the June *Delineator* in relation to household accounts. It contains a great deal of useful information for those women who watch the expenditure of their husband's money in domestic directions."

CLARENCE W. FRENCH, 69 E. 101st Street, New York City, writes that New York Chapter No. 1, of The United Stenographers of America, will hold regular meetings on the second and fourth Tuesday of every month at Colonial Hall, 101st St. and Columbus Ave., New York City.



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"The Stenographer" is published in the interest of the Shorthand and Typewriting profession of the country; and all men, all systems and all machines will receive equal recognition in its columns.

The columns of "The Stenographer" are always open to correspondents. We shall be glad to publish matters of interest to the profession in all its branches. Communications should be addressed to the Editor, who is not responsible for the opinions of correspondents.

"The Stenographer" is a progressive journal, and the publishers will appreciate suggestions of improvement in any of its departments.

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Advertising Rates furnished on application.

CHAT, published monthly by The Manhattan Reporting Company (Patrick J. Sweeney, Proprietor), American Tract Society Building, New York, 25 cents a year, 5 cents a copy.

The May issue of the above, No. 3, Volume I, is before us. Mr. Sweeney has the happy faculty of saying the right thing in a few words. He has made a success in his own experience of mastering shorthand, and he is making a success of teaching it to others.

It gives the editor of **THE STENOGRAPHER** much pleasure to know that so many young men are coming to the front with modern ideas and doing good work for the profession. Mr. Sweeney is making a specialty of teaching learners how to write shorthand from the beginning, and then he carries them forward through all the various stages until he lands them upon the high level of verbatim reporting ability.

MR. WILLARD B. BOTTOME, of 220 Broadway, New York, the author of the new book, "*From Amanuensis to Court Reporter*," is another illustration of deserved success resulting from ability and application. His experience and advice contained in this work cover broad and general principles, which are applicable to writers of all systems. Many a young stenographer has attained success by hearkening to a good word, wisely spoken, and faithfully following it. For the small sum of \$1.00, all ambitious amanuenses may be put in possession of such words, not spoken but written and printed, and ready to be read and thought about and acted upon, day in and day out, as they appreciate and put in practice the lessons contained.

WE are pleased to see that the young women of the country are coming so strongly to the front. In a recent article giving an account of the employment of ladies in the Departments of the Government at Washington, it appears that the percentage of lady employees is steadily increasing, and that the grades to which they are admitted are constantly being raised, so that it is now no uncommon thing to find a woman at the head of some responsible bureau, standing close to a man and acting for him in his absence.

We welcome this condition of things because we feel that our sisters are deserving of all the recognition they have acquired—working as they have under heavy handicaps, and overcoming—we had almost said manfully, but we think better of it and we say—in a most womanly manner.

THE STENOGRAPHER is meeting with large encouragement in all directions; the amanuenses appreciate it for its helpfulness and for its stimulus, and the professional reporters recognize it as containing the contributions of the leaders in the profession.

We have taken great pride in our magazine, and for many years have held it up with a kind of reverence, not mixing it with anything calculated to degrade its character or its influence, and, by the co-operation of our many patrons, subscribers, advertisers and correspondents, we trust that it may long continue to be the means of helping all in all the old ways as well as in many new ones.

WE are under obligations to Messrs. Isaac Pitman & Sons, 33 Union Square, New York, for the information that "Owing to the enormous growth of the Isaac Pitman system, and consequent increased sales of publications, Messrs. Isaac Pitman & Sons, have just completed plans for the enlargement of the Phonetic Institute at Bath, England, which extension, when completed, will more than double the size of their present works."

ANENT THE "ABANDON" OF THE "COON" STENOGRAPHER.

MY DEAR HEMPERLEY,

I have the May number of THE STENOGRAPHER before me, which I have perused with much pleasure.

That scene of the Coon stenographer reporting the proceedings with such careless "abandon" is quite refreshing to a fellow who has been so long at it, and not yet discovered the secret. Still, I have seen others who claim to belong to the craft, in similar postures, one quite recently at Lancaster, in this State, though he was a white man. Of course, as I was not there to take "check" notes, I cannot vouch for his report. But the most graceful performance I have beheld was that of a court reporter who, during a witness examination, laid his pen on the table, and removing his handkerchief from his pocket, took his own time to blow his nose, and then resumed the report. I am sorry that a photograph is not in existence of this incident.

Wishing you continued success,

Very respectfully,

WM. A. SHAW.

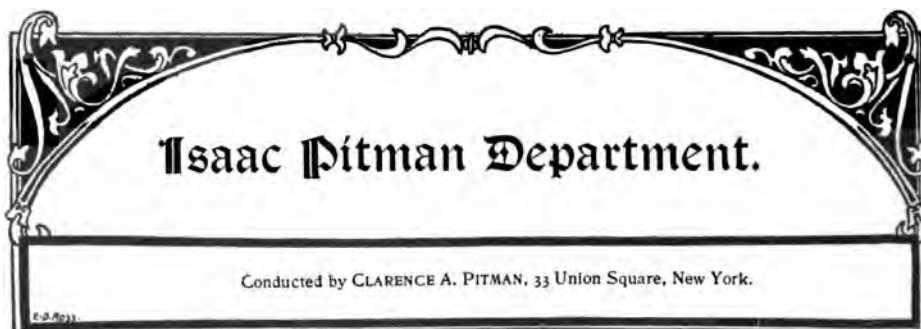
(Mr. Shaw was the editor in charge of the Law Reporting Department of THE STENOGRAPHER before our present Mr. Thorne. He is now the Official Reporter of Common Pleas Court, No. 1, Philadelphia.—EDITOR).

THE editor of the Law Reporting Department of THE STENOGRAPHER, Mr. H. W. Thorne, has contributed an article entitled "Law Papers" to the new edition of Mr. Bates Torrey's *TouChart*, the Twentieth Century Practical Typewriting.

Mr. Thorne's contributions to the pages of THE STENOGRAPHER, running back for many years, are considered of the greatest value to shorthand writers of to-day, and we are receiving many inquiries for back numbers, very few of which we still have on hand.

OUR thanks are hereby extended to the Smith Premier Typewriter Company for a copy of a Souvenir of the Siege of Mafeking, being fac-simile reproductions of the most interesting General Orders issued to the garrison of Mafeking by Gen. Baden-Powell during the siege, with introduction by Mr. C. E. Hands, War-correspondent for the *Daily Mail*, published by the Smith Premier Typewriter Company, 14 Gracechurch Street, London, E. C., England, and intended especially for circulation in the territory under control of their London office. Like all of the literature issued by this Company, its prominent characteristics are first class quality of material, artistic execution and novel and interesting ideas.

In this connection we would say that we note that the ruler of Turkey has just issued an order prohibiting the introduction of typewriting machines into his kingdom on the ground that seditious matter might be written thereon which could not be traced to the authors. We feel quite sure that the advanced ideas of civilization will succeed in finding their way even into the realms of the Sultan, and that our leading typewriter manufacturers will not be halted by such barriers as those referred to.



MR. W. T. SNYDER, Prin. Southern Bus. Coll., Charlottesville, Va., writes: "After carefully comparing all the systems I considered having merit, I have finally decided upon the Isaac Pitman, which I consider by far the best and certainly the most logically presented. I am sure that students will make better progress when they use your 'Complete Instructor,' for it has not been my privilege ever to see a book on shorthand in which the matter is so logically and interestingly presented. I may say that I have had under careful consideration for some time six different systems."

SINCE last reported, the certificate of proficiency for teachers of the Isaac Pitman Phonography in the United States and Canada has been awarded to the following successful candidates: Miss Katherine L. Hall, Berwick, Me., and Mr. Alfred J. Myatt, Denver, Colo. This diploma the examination for which is based on a knowledge of the system as presented in the Isaac Pitman "Complete Phonographic Instructor," will be found very valuable in the hands of teachers of this system. It is issued only by Messrs. Isaac Pitman & Sons, 33 Union Square, New York, and from whom further particulars can be obtained.

IN view of the numerous adaptations of the Isaac Pitman system of phonography now offered to the public, it is well to state that the only authorized text-book which presents the system in its purity is, the "Isaac Pitman Complete Phonographic Instructor."

Key to Isaac Pitman Shorthand.

Reprinted from Pitman's 20th Century Dictation Book

ADVERTISING CORRESPONDENCE.

applied to our common schools. In answer to some of these requests and the urgent needs of such a journal, we have established this paper. The shams and

false methods so prevalent will be pointed out and the remedy set forth.

We are starting out with a circulation of 50,000 copies; our subscribers being teachers, superintendents, members of boards of education, school trustees, and school officers of every description.

We are soliciting a limited amount of advertising such as is suitable for the field this paper occupies, and would be pleased to contract with you for space. We enclose rate card and contracts, and know that we can make this of value to you, the high value of the paper insuring its preservation through the year by its readers.

We earnestly request you to give this matter your immediate attention in order that we may have your copy in time for our October issue.

Yours very sincerely,

(225 words.)

Messrs. PULLMAN & Co.,
New York, N. Y.

Gentlemen: The next two months—May and June—are important ones with us. Beside going to our regular subscribers, extras will be printed to be used at the various teachers' institutes and conventions throughout the country the coming spring and summer months. There are about 3,000 such assemblies, and it is our purpose to reach as many of these as possible through agents who will handle our paper.

We solicit your advertisement at this time feeling sure you will reap good results if you will place one with us for the two months. We offer you space at our regular rate, charging you nothing for the extra copies. I think you will agree with us that they are moderately low in view of our large and rapidly increasing circulation—nearly 8,000.

We need not repeat to you that two-thirds of our circulation is perhaps in this State and Ohio, and the balance scattered throughout the West. Sample copy of our paper mailed you to-day.

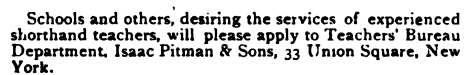
Hoping to have your esteemed order, I am,
Yours very truly.

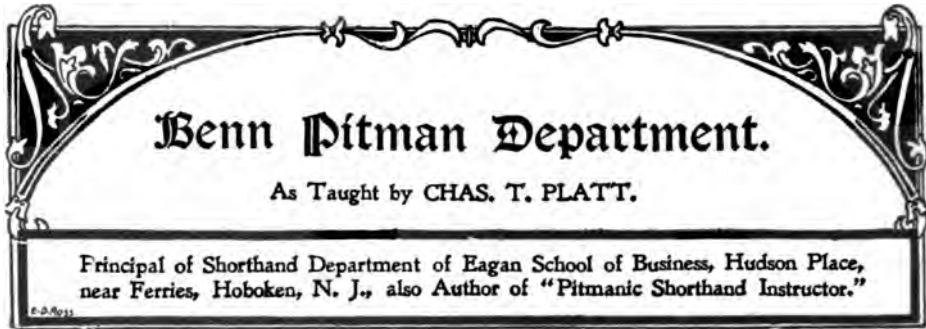
(185 words.)

Isaac Pitman's Complete Phonographic Instructor, 250 pp., \$1.50; a Phonographic Dictionary, with the shorthand forms for 60,000 words, \$1.50; Business Correspondence, Nos. 1 and 2, each 30 cents. Spanish Phonography, 101 pages, \$1.75. Pitman's 20th Century Dictation and Legal Forms, 256 pp., 75c. Published by Isaac Pitman & Sons, 33 Union Square, New York.

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Business Letters from Pitman's Twentieth Century Dictation Book
and Legal Forms.





Toast--"Why Does A Hen Lay An Egg?"

Responded to by J. W. Warr, of the *Practical Age*, at the banquet of the Eastern Commercial Teachers' Association, Providence, R. I., April 5, 1901.

My question constitutes my subject, and each word a sub-division or heading of my sermonette. I come as a representative of the wild and woolly west. I come at the glad Easter time when "the young man's fancy lightly turns to thoughts of love," and the older man's fancy, not quite so lightly to, the bill for the Easter bonnets for his wife and daughters. For some reason eggs are associated with Easter, and an Englishman, a little careless about his aspirates, might say that Easter becomes Eastern when you add a hen.

And so the various associations of this occasion have led me to select as my theme the "Egg Problem," and I have constructed the text of my sermonette in the form of a question: "Why does a hen lay an egg?" which question I shall try in my feeble way to answer and explain.

And firstly, why? my friends, why? *Why* does a hen lay an egg? The interrogation point is the trademark of human progress. The social, scientific and educational supremacy we enjoy to-day may be largely attributed to the fact that people have existed who dared to ask questions. The word "why" has been the lever that has moved the mountains of obstructions that has blocked the roadway of human development. Newton noticed an apple falling from a tree. He asked the question "why?" and the law of gravitation was discovered. Watt noticed that the steam in escaping from the kettle moved the lid. He asked, "why?" and to-day we have the mighty steam engine, turning the millions of wheels that relieve human muscles and produce the neces-

sities and luxuries of the human race. Edison was the human interrogation point in electricity, and the answers to his questions may be read in the electric light and the many marvelous applications of the subtle fluid. Humanity will reach still higher planes of development, the world will move onward to happier conditions so long as there are heroes of progress who dare to ask the question, "why?"

Secondly—*Does*—Why *does* a hen lay an egg? And here we have another word of potent force. The question is not one relating to past achievements, why *did* a hen lay an egg? Nor of future possibilities, why *will* a hen lay an egg? Nor is it a question of duty—why *should* a hen lay an egg, nor a question of ability, why *can* a hen lay an egg? No, my friends, the word *does* signifies that something is actually done and done *now*. It teaches us that the present is the time of action. The hen *does* lay an egg *now*, no matter what she did in the past, or is likely to do in the future. The hen is thus neither a has-been nor a will be, but a present, living, acting, moving force.

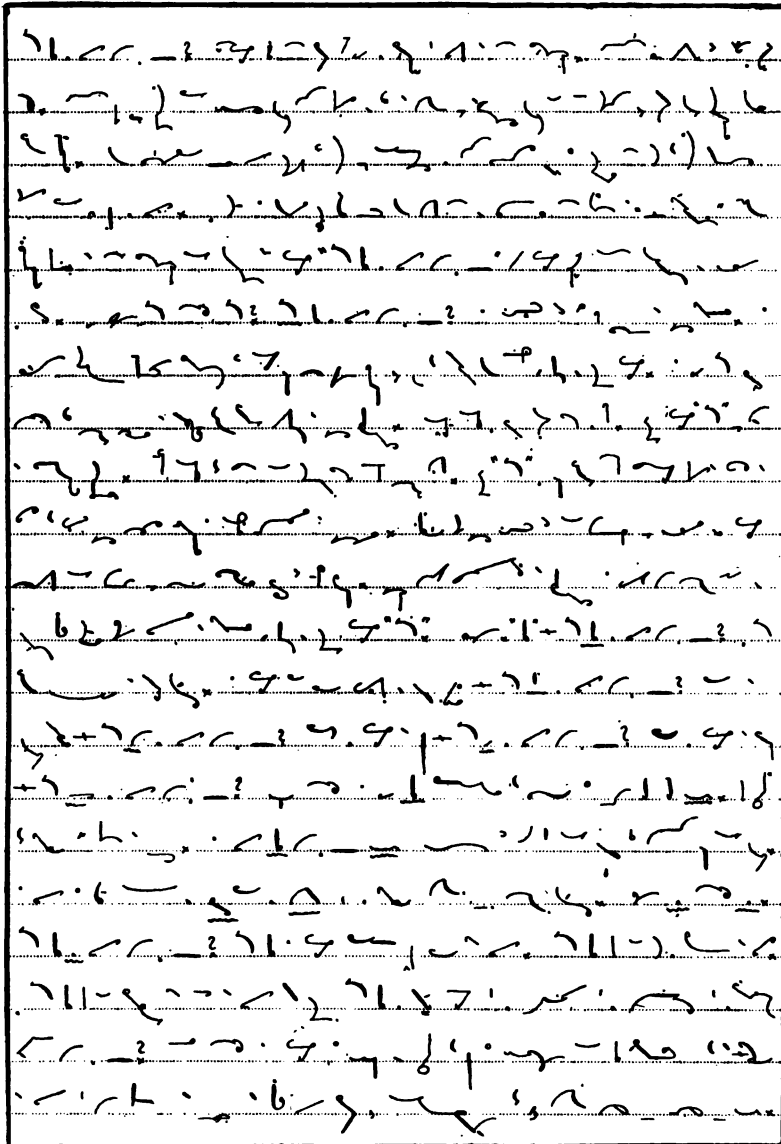
Thirdly, A, my friends, A. Why does a hen lay an egg? Why does the question single out one particular hen? Why does it not say a flock of hens? And why does it not specify the particular kind of hen by asking why does a Buff Cochins or a Shanghai, or a Leghorn, or a Plymouth Rock lay an egg? Because, my friends, the question is intended to teach us that duty is universal in its obligations that all—every one of high or low degree, all castes, all conditions, are subject to the inflexible law that he who would live must act, and must act now.

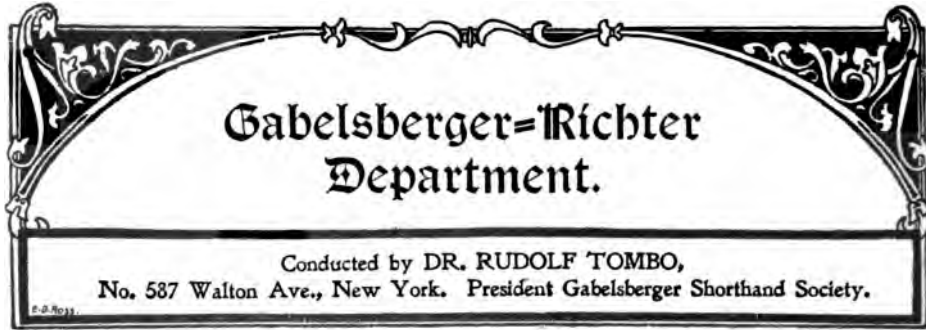
(To be continued.)

MR. JAMES B. BONNER, who has been associated with THE STENOGRAPHER from its beginning and who has for some years been actively connected with the Carnegie Steel Company, has recently been promoted to Assistant Manager of Sales, of this Company, with headquarters in the Harrison Building, in this city.

We congratulate our fellow worker upon his deserved advancement in his business relations.

BENN PITMAN SHORTHAND AS TAUGHT BY CHAS. T. PLATT.





NOTE.—The pamphlet, "The New Era of Phonography," as well as the circular, "A Practical Lesson in Graphic Shorthand," explain the general principles of Gabelsberger system. I shall be pleased to furnish these publications free of charge to any reader of THE STENOGRAPHER who wishes to form an idea of the system.—*Dr. R. Tombo.*

COL. MCCLURE ON JOURNALISM.

Some of His Observations on Retiring after Fifty-five Years of Service.

Philadelphia, May 2d, 1901.

CORRESPONDING STYLE.

IN no other calling are men so likely to err, because of the necessity for prompt criticism of public men and measures, and it has always been a cause of sincere regret to me that the fidelity of journalism to public interests is so imperfectly appreciated. In all the other great professions there is ample time for the fullest consideration of every subject; but the editor is called upon to give expression on the moment of information, with his sources of news embracing the circle of the world itself. Journalism is often criticised for recklessness in publishing news which the trained lightning and its host of contributors pour into the sanctum in the midnight hour, but there are few indeed outside of the profession who understand the care that is exercised to assure fidelity to the public, and the generous charity with which news is halted at times in every well-regulated newspaper office, by which the guilty often escape just punishment to shield the innocent from needless sorrow.

We have outgrown the age of great editors in the sense in which they were accepted half a century ago, not because there are no longer great editors among us, but because they have so largely multiplied as to efface individuality. The towering lords of the journalistic forest are as great and grand to-day as ever in the past, but a host of their fellows has grown up with them, and the resistless logic of their advent has made the journalism of to-day absolutely impersonal. This change has come because the rapidly widening field of journalism has summoned a large proportion of the best intellects of the country into its service, and the editorial writer has ceased to be the newspaper.

REPORTING STYLE.

The newspapers which fifty years ago had attained national fame hardly ex-

ceeded a score in number, and the relative importance of each was measured solely by the individual importance of its editor. The editor was the newspaper, the distinction in the journalism of that day depended wholly upon the distinction of the editor.

There was then only one Horace Greeley, and the *Tribune* was widely read and greatly respected because of the incisive paragraphs and impressive leaders which came from his pen, but to-day there is hardly a leading newspaper office in the country that has not some one on its staff who is as pungent in paragraph and as forceful in leaders as was Greeley in the zenith of his power.

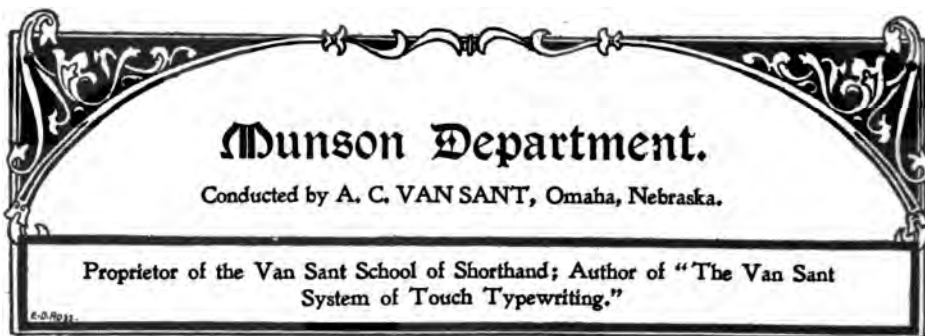
Half a century ago the newspaper was a luxury; to-day it is a universal necessity. Our wonderful progress in railways, in the telegraph, and in the journalistic mechanism that leads the mechanism of the world in progress, with the free school at every cross roads, have made the newspaper multiply into annual countless millions, and it is to-day the greatest of the great public educators.

We hear that American journalism has become sensational. Like every other great calling, it has those within its fellowship who will bring dishonor upon it by prostituting it to unworthy ends. There is unpardonable sensationalism in the newspaper calling, but I doubt whether it is so to a greater extent than any of the other great agencies of education and advancement, but even this evil that always has been, and always will be, has not been without its compensations.

Discounted by all its defects, the American newspaper of to-day that fairly represents American journalism is the greatest and best newspaper the world has ever produced. Partisan and general disputation in our newspapers is ten-fold more dignified, courteous, and tolerant to-day than it was in the days of Washington, Jefferson, or Jackson, and the most grateful reflection I have in retiring from responsible editorial direction in journalism is that I leave it greater, grander, and nobler than it has ever been in the past.

[illegible]

For the text-book (price \$1.00) and exercise books (price 15c. each) apply to the International News Company, 83 Duane Street, N. Y.



Insulation of Electric Light Wires.

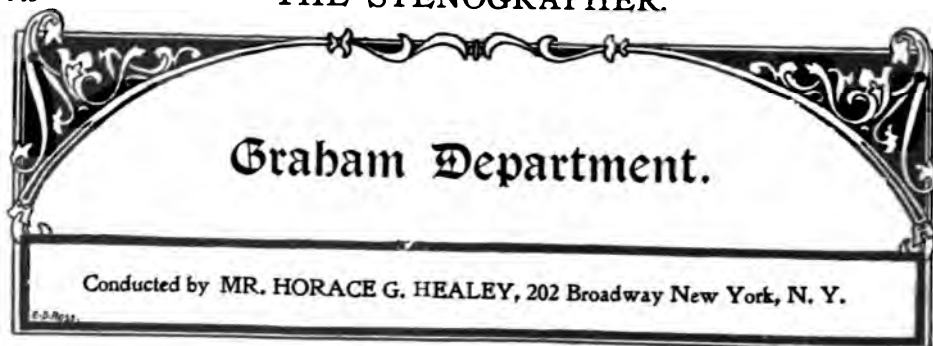
Joseph Clements was a tinsmith by occupation. He had been employed by a contractor to go on the roof of the gallery to repair the same. He was accompanied by another young man, Alfred Anderson. In half an hour after they went on the roof Clements was killed by coming in contact with defendant's wires. * * * The fatal injury to young Clements was rapid in its results; so quick in execution that no witness, not even the witness who was on the roof with him, was able to state with precision his position when he received the shock from the wire. But we think, from all the attendant circumstances, that he was either stepping over the wire or going under it. It is probable that he came in contact with both wires, making a short circuit, increasing the energy of the electric force. The unprotected or uninsulated places which were not visible on the splice in the wire came in contact with his body under the right shoulder blade. * * *

We are aware of the difficulty which confronts the defendant company in keeping its many wires, passing over a large territory, to great distances, in a condition of perfect insulation. Parts of the line will necessarily become uncovered, and all that can be expected is that the company will inspect its lines, and repair defects as early as practicable. The particular defect in insulation in this case which is complained of was one of long standing, and, by a careful inspection of its lines, it would have been brought to its notice. * * * The city ordinance does not specify at what particular localities splices shall be perfectly insulated. On all parts of the line of defendant company where they occur the duty is specified. The wire of defendant was spliced, and was not insulated, as required by the ordinance. It passed over a roof, to which people in adjoining rooms had access, and where, in the course of time, mechanics must go to make repairs, or laborers to sweep off or clean the roof. It was the duty of the company, independent of any statutory regulation, to see that its lines were safe

for those who by their occupations were brought in close proximity to them. In this respect, and in this particular case, we are of the opinion that the defendant's negligence caused the death of Clements. * * *

The deceased, Clements, was lawfully on the gallery roof. He was engaged in a service that necessarily required him to run the risk of coming in contact with defendant's wires, either by stepping over them or going under them. It is probable that the latter mode was the most convenient, and there is no evidence that in so doing he incurred any greater risk. The wires were visible, and to all appearances were safe. The great force that was being carried over the wire gave no evidence of its existence. There was no means for a man of ordinary education to distinguish whether the wire was dead or alive. It had all the appearance of having been properly insulated. From this fact there was an invitation or inducement held out to Clements to risk the consequence of contact. He had a right to believe they were safe, and that the company had complied with its duties specified by law. He was required to look for patent and not latent defects. Had he known of the defective insulation, and put himself in contact with the wire, he would have assumed the risk. * * *

The electric wires gave no signal of danger. Listening would not have revealed any danger. It is hidden and silent. But they are disarmed of danger if properly insulated. By looking, one can see if there are evidences of insulation. If there are evidences of it, and no defects are visible after careful inspection, one whose employment brings him in close proximity to the wire, and which he has to pass, either over or under it, is not guilty of contributory negligence by coming in contact with it, unless he does it unnecessarily, and without proper precautions for his safety.—*Extract from opinion of Justice McEnery in Clements v. Louisiana Electric Light Company, 11 So. Rep. 51.*



"We have but what we make, and every good

Is locked by nature in a granite hand,
Sheer labor must unclench."

"Laboremus" (we must work) was the last word of Emperor Severus as he lay dying surrounded by his soldiers. *We must work* every day, every hour and every minute if we are to achieve success as amanuenses and reporters. Trained minds and skilled hands never were in such demand nor at such wages as they are to-day. We hear altogether too much of the six-dollar-a-week stenographer; but those who are receiving twenty-five and forty dollars a week are too busy to talk or be talked about. It all depends on the kind of a stenographer one intends to become. If he has his thought constantly on the mediocre class, as soon as he reaches that degree of attainment he will consider himself proficient to meet the most exacting demands of business and will go forth to seek employment, accepting the mere pittance of salary, and revile his calling. But the *Worker!* Why, his expert hand and facile pen form only *one* of his accomplishments. He can do *anything* to be done in the office. When the firm needs a *hustler* to expand the business, they promote him and double his salary. He is then a dictator, but he still has a tender affection for the beautiful art which proved a stepping-stone to him, and without which he might have been compelled to occupy a very limited field of usefulness. Let every student be consumed with a desire to *excel*, and not to sacrifice preparation in order to enter upon early employment. Every day there are students leaving our shorthand schools who cannot make a grade of 75 per cent. on the principles of their system. They secure positions only to lose them and this continues until they must surely become extremely discouraged. Let all think less of the goal and *more* of the means of reaching it.

"A constant struggle, a ceaseless battle to bring success from inhospitable surroundings, is the price of all great achievements."

Great Modern Presses.

from 250 sheets an hour, the record of the old hand presses, to 800 sheets was a de-

cided step. Moreover, it introduced a new principle which has been of the first importance in developing the high-speed press.

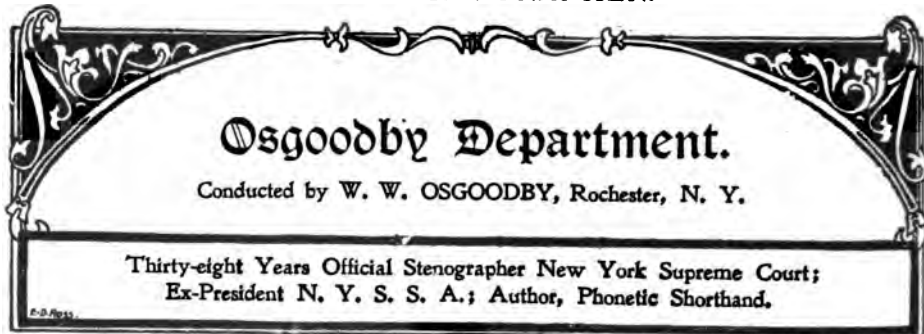
Many improvements in the method of handling the papers were devised after Koenig's press came into use, and thousands of presses constructed upon this plan are in use to-day. An American improvement on this style of press, known as the double cylinder, attained a speed of 4,000 an hour. These presses answered the requirements of the newspapers when they were small in size and circulation. But with the advent of the daily, with its circulation running up to many thousands, they proved inadequate. There was a demand for something better, for greater speed.

In 1845 the firm of R. Hoe & Co., which had already been for many years engaged in the manufacture of printing presses, attacked this problem. A number of experimental machines were erected, and finally it occurred to the experimenters that by placing the type instead of the paper on the cylinder, greater speed could be obtained. The result was the construction of a press known as the Hoe Type Revolving Machine, embodying patents taken out by Richard M. Hoe. The first one of these machines was placed in the Ledger office in Philadelphia, in 1846. The basis of these inventions consisted in an apparatus for securely fastening the forms of type on a central cylinder placed in a horizontal position. This was accomplished by the construction of cast iron beds, one for each page of the newspaper. The column rules were made "V" shaped, i. e., tapering toward the feet of the type. It was found that, with proper arrangement for locking up or securing the type upon these beds, it could be held firmly in position, the surface forming a true circle, and the cylinder revolved at any speed required without danger of the type falling out.

The first of these presses had only four impression cylinders, necessitating four boys to feed in the sheets. The running speed obtained was about 2,000 sheets to each feeder an hour, thus giving, with what was called a four feeder, or four-cylinder machine.

GRAHAM SHORTHAND.

250. The only books that present the Graham system in its purity are pub-
 lished by Andrew J. Graham & Co., 1135 Broadway, New York. Catalog and
 circulars free.



Extract from a Judge's Charge.

The contention of the plaintiffs is not that Mr. Lane made any affirmative statements respecting his financial condition at the time this sale was made, which were false, or which were made with a fraudulent intent, designed to induce credit to be given to him, and which were relied upon by the plaintiffs in making the sale; the case is utterly barren of any such features. The plaintiffs do contend, however, that at the time the sale was made Mr. Lane was in a condition of hopeless insolvency, that his liabilities largely exceeded his assets, exceeded them to such an amount that he must have known that he was utterly and hopelessly insolvent and that it was only a question of a short time when he would be compelled to yield to the inevitable.

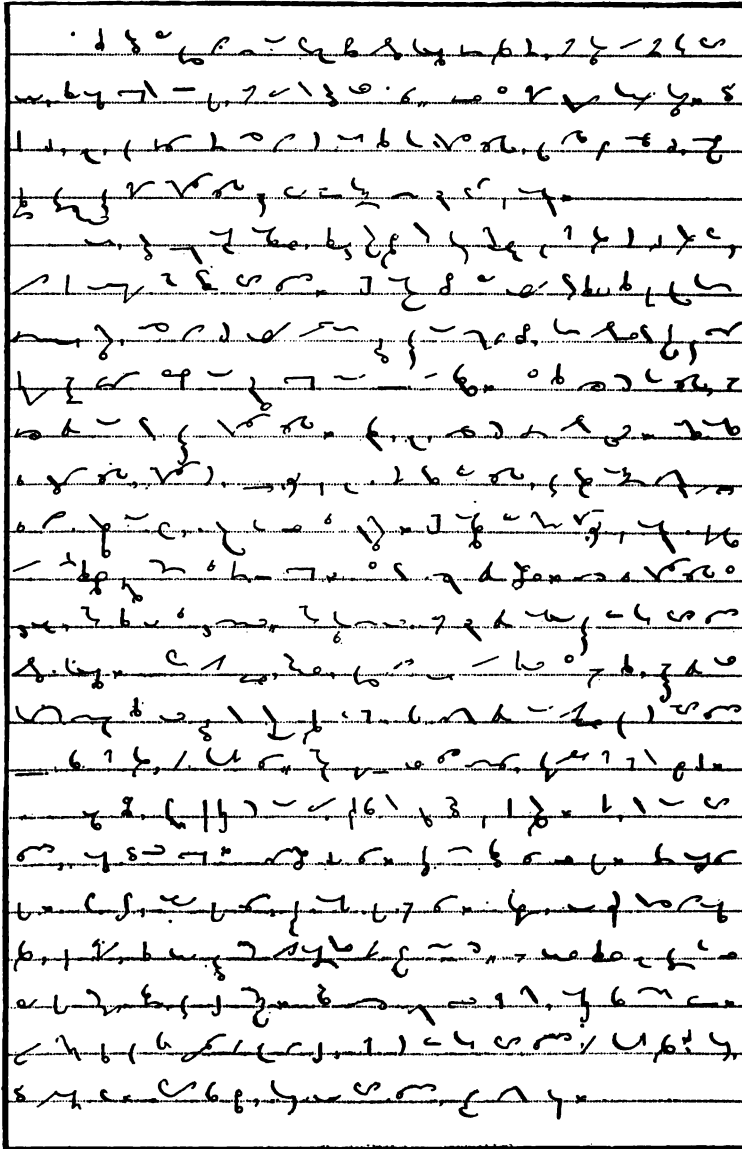
Now, before the plaintiffs can be entitled to a verdict in this action, it is incumbent upon them to satisfy you by a fair preponderance of the evidence that the contract of sale was attended by such fraud as to render it nugatory and void by what is called fraudulent concealment. A debtor in failing circumstances is not necessarily obliged to disclose his condition to a vendor of whom he is making a purchase, and Mr. Lane is not necessarily required to intimate to the plaintiffs that he was in embarrassed circumstances, if he had reasonable cause to believe at that time that it was merely temporary and that he could ultimately succeed in establishing his credit and in going on with his business. His condition may have been one of insolvency, and yet he may have been justified in believing that he was not hopelessly insolvent. This belief, however, must have been one which had some reasonable foundation. A person in business who is absolutely insolvent and hopelessly so, cannot shut his eye to the fact and say he believes he is not insolvent, that he believes that in a short time he will be able to recover the ground he has lost and pay his debts in full, and pay the vendor for the goods he is about to purchase. A debtor in this condition is not permitted by the law to shut his eyes to the inevitable, and to refuse or omit to disclose his condition to the person from whom he is attempting to get credit. His


belief must be justified by the circumstances of the case.

A man who is hopelessly insolvent is bound to know the fact, and if he does know it he is bound to make it known; and if he fails to make it known, a jury would be justified in finding that he was guilty of fraudulent concealment respecting his financial condition. If you reach the conclusion, upon the evidence, that Mr. Lane knew or ought to have known his actual condition, and that he was not justified in his failure to make that condition known to the plaintiffs before obtaining additional credit, then you will be justified in reaching a conclusion that there was a fraudulent concealment accompanying this contract of sale, which vitiated the sale; and if they had the right to act under his silence and make the sale, they had the right to rescind the contract and take the property as they have done.

Under these instructions, it will be your duty to determine whether any real title to this property passed from the plaintiffs to the defendant by this sale. Did he, by any fraudulent concealment, induce the plaintiffs to give him credit? You will remember the circumstances attending the sale. It was the first time these plaintiffs sold goods to him. They seemed anxious to sell to him. They were diligent, not only to make a sale, but they endeavored to make a large sale. Confessedly, nothing was said by Mr. Lane to induce this sale, but, on the contrary, it is evident that the plaintiffs were urgent to induce him to buy goods which he told them he did not want; and the evidence discloses the fact that some of the goods sent to him were returned with the statement that he had not ordered them. All these matters are to be carefully considered by you, in determining this important question. Are you prepared to say that within the rules of law which I have laid down, the defendant was guilty of a fraudulent concealment which vitiated this sale? If so, the plaintiffs are entitled to your verdict. If you are not thus satisfied, if there was no fraudulent concealment, your verdict will be for the defendant.

OSGOODBY SHORTHAND.



 Osgoodby's *Phonetic Shorthand Manual*, \$1.25; *Speed-book* (without key), \$1.00; *Compendium*, for the vest-pocket, 50c; *Word-Book*, \$1.50; *The Great Moon Hoax* (engraved shorthand) \$1.25. For sale by The Stenographer Printing and Publishing Co., 408 Drexel Building, Philadelphia, Pa.

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XVI.

PHILADELPHIA, JULY, 1901.

NUMBER 7.



MISS JESSIE BESACK,
OF NEWTON, IOWA.



MISS FRANCES A. HOOVER,
ST. LOUIS, MO.



THIS tribute to woman is due, that, during the years of hard labor, discouragements and doubts involved in the organization of the NATIONAL SHORTHAND REPORTERS' ASSOCIATION, of that faithful score or so who faltered not while on their mission bent Miss Jessie Besack and Miss Frances A. Hoover performed their part in a manner equal to the best. No one displayed more constant and resolute determination. They possess commendable managerial and organizing capabilities. The dull delays, the laborious and problematical outlook, the scorn of the scoffer, the doubts of

the faithless, seemingly never cost these bright and brave women a smile, as they labored in the national shorthand organization field, while the good cheer and magnetic force which they unconsciously wielded in our national conventions contributed largely to the success of the meetings. Although their States were strongly represented at the Chicago organization convention, in 1899, so nobly and well had they shown their faith by their works that the recognition which was their due demanded for them a place on the national executive committee, which it was my pleasure to bestow, and last year at Put-in-Bay, where their labors

and influence waned not, I had the satisfaction of reappointing them to the charge and control of the interests of the National Shorthand Reporters' Association in their respective States.

Miss Jessie Besack is official reporter of the Sixth Judicial District of Iowa. She went into the law office of Judge Winslow immediately on leaving college. Her services as official clerk for two years of the Code Commission, and in similar capacities requiring evidences of both natural and acquired talents, doubtless paved the way to the official desk in the court-room. As to the natural and acquired talents, I may say that Miss Besack possesses an abundance of both, and she is in her proper place when in the front rank of shorthand reporters. The reporters of Iowa are aware of her worth and at their last annual convention elected her president of the Iowa State Stenographers' Association.

Miss Frances A. Hoover is the youngest of four sisters who are all expert stenographers. Her native city is Elizabeth, N. J. While completing her education she took up the study of shorthand. Her parents removed to Kansas City, where she acceptably held several commercial positions. In 1892 she was appointed head stenographer in the Smith-Premier office at Chicago, which led to an opportunity for thoroughly learning general business at the Palmer House and Auditorium Hotel, where she did a full share of the shorthand and typewriting incident to the political conventions of that year and the Great Fair of 1893. Miss Hoover has resided in St. Louis the past eight years, where she conducts a general business as public stenographer, in one of the most modern buildings, employing several assistants, having become well known in her line of work.

Miss Hoover is secretary-treasurer of the Missouri Shorthand Reporters' Association. She is successful in her business, a marked example of contentment, and possessed of a charming personality and rare womanly grace.

Miss Besack and Miss Hoover have proven themselves worthy of the title of "princess" in the shorthand realm.

KENDRICK C. HILL.

Law Department.

(Continued from folio 153)

other day, just as a recess was taken, Attorney Fish picked up the printed minutes of the previous trial, declared it was the best report of a trial and argument he had ever seen." (Albany) *Argus*.

Mr. Ruso is a member of the firm of Rodgers, Ruso and Kelly, the well known court reporters of Albany, N. Y.

In the Kennedy murder case recently on trial at New York City the following incident is reported by *The Times* to have occurred:


"Mr. Moore then made a strenuous effort to have excluded from the record the testimony of Robert Clark, the Broadway hat salesman, who swore on the first trial that he sold Kennedy a straw hat and bicycle cap on the day of the murder. Mr. Clark is now dead. William C. Huson, the official stenographer who took his testimony, is also dead.

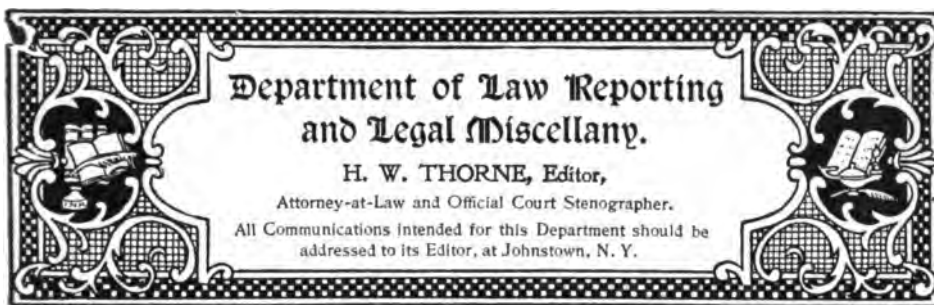
Mr. Moore contended that the law permitting one stenographer, in the event of death, to read another's notes, as would have to be done in this instance, was passed after Clark testified, and, so far as the Kennedy case was concerned, was an *ex post facto* statute. He was overruled, and the transcript of Clark's testimony was read by Messrs. Osborne, Moore, and O'Connor alternately. Mr. Moore wished the evidence excluded on account of his inability to cross-examine."

George W. Black, of Camden County, Pa., who has been appointed court stenographer of that county, is to receive an annual salary of \$3,000. Judge Garrison of the second Judicial District has fixed that amount in lieu of the per diem allowance provided by an act of the Pennsylvania Legislature passed on March 20th last.

H. W. THORNE.

Attention! Stenographers.

" MR. JAMES R. WHITE, stenographer to the Mayor of Buffalo will keep open house during the Pan American season and have accommodations for about 25 persons, at his residence No. 430 Swan Street. Any one intending to visit Buffalo would do well to write him and have him reserve accommodations."



Libel Dictated to Amanuenses.

THE Maryland Court of appeals has recently decided ⁽¹⁾ that the mere dictation of libelous matter, in the form of a letter, by an employer to his employe, a stenographer, who transcribes the dictated matter, is sufficient to constitute *publication* of the alleged libel. To fully appreciate the force of this decision, it should be understood that one of the essential elements of libel is that the statements claimed to be libelous, shall be *published* to at least one person other than him against whom it is directed.

The communication of a written statement, no matter how libelous *per se*, ⁽²⁾ without disclosure except to him to whom it refers is not a *publication* of a libel. Such statements are even permitted to be made to third persons when certain relations exist: as, for instance, confidential communications by and between attorney and client, physician and patient and by and between persons closely related by the ties of blood or affinity, when made for worthy purposes, such as warning against danger or evil.

In the Maryland case it was urged in defense, that the dictation to the stenographer was privileged, principally because of existing business conditions and relations necessitating the rapid dispatch of business etc. The court, however, disposes of that argument in this language:

"Neither the prevalence of any business customs or methods, nor the pressure of

business which compels resort to stenographic assistance, can make that legal which is illegal, nor make that innocent which would otherwise be actionable. Nor can the fact that the stenographer is under contractual or moral obligation to regard all his employer's communications as confidential alter the reason of the matter."

The *Public Ledger* (Phila.) is particularly pleased with this decision and says, editorially:

"The ruling is sound in principle. No case presenting the same facts appears to have been before the courts of any other State for adjudication. In view of the universal use of stenographers as confidential secretaries, it is important that the decision should be widely published. It should have a prohibitive influence upon persons tempted to write scurrilous, blackmailing and libelous communications through an amanuensis. Such communications, though made only to the stenographer, subject the person inspiring and dictating them to the penalties of the libel laws. The confidential relation between the employer and his clerk does not reverse the law of the case. The constitutional definition of libel may vary somewhat throughout the country, but it is probable that no essential differences would be found in the rulings of the State Courts as to what constitutes the technical publication of libelous matter. The Maryland decision seems to be a necessary safeguard for the protection of reputations from libelous or blackmailing assaults, though not published according to the popular conception of the meaning of the term."

While the *Public Ledger* may be correct that "no case *presenting the same facts* appears to have been before the courts of

(1) The case is that of *Gambrill versus Schooley*, reported in 48 At. Rep. (Md.) page 730.

(2) Latin. Frequent in legal phraseology. Literally translated, means: by itself, or in, or, of itself.

any other State for adjudication," yet the question of whether the dictation of libelous matter, in a letter, by the manager, and an employe, of a corporation, to a stenographer, also an employe of the same corporation, was decided by the Appellate Division of the New York Supreme Court in July, 1898, in the negative, in the case of *Owen versus Ogilvie Pub. Co.*,⁽¹⁾ and a full discussion of the latter case appeared in this department on pages 295 and 296 of *THE STENOGRAPHER* for December, 1898.⁽²⁾

The Owen case is different to be sure from the Maryland case. In the former it was held that "the manager could not write and publish a libel alone, and * * * not charge the corporation with the consequences of this act, where the corporation, in the ordinary conduct of its business, required the action of the manager and the stenographer in the usual course of conducting its correspondence. The act of both was *joint*, for the corporation cannot be said to have completed the act which it required by the single act of the manager, as the act of *both servants* was necessary to make the thing complete * * * as the two *servants* were required to participate in it, there was no publication of the letter * * * by delivering to and reading by a third person."

That is the distinction between the two cases. In the Maryland action the *employer* delivered his letter to a *third party* (his stenographer) who copied, (transcribed) read and mailed it. In the New York case, the two *servants* acted for the *corporation*, or, to be more exact, the *corporation* acted *through* its two *servants* by writing and sending a libelous statement, the contents of which were not disclosed to any one except the person claiming to be libeled, and hence there was no publication to a *third person*.

The New York Court in its opinion says: "We do not deny but that can be publication of a libel by a corporation by reading the libelous matter to a servant of such corporation, or delivering it to be read."

Iowa stenographers should examine the case of *Kiene versus Ruff*, reported in *I Iowa*, page 482.

(1) See *Owen vs. Ogilvie Pub. Co.*, reported in *No. 32 App. Div. (N. Y.)* p. 465 et seq.

(2) For explanation of various technical terms used in the law of libel, see the article referred to in the text pp. 295 and 296 of December, 1898, *STENOGRAPHER*.

IN his opinion in *Roberts versus Roberts* (reported in 55 N. Y. Court of Appeals, page 275, etc.) Chief Justice Church makes the following salutary remarks: "If the parties had expended, in the repairs of the ditch in controversy, one-half of the amount incurred in the prosecution and defence of this action, their respective farms would have been protected from injury by the overflow of water, and those fraternal relations which ought to exist between brothers, might have remained unimpaired. The slightest attention to the spirit of the golden rule, would have induced an adjustment of the points in dispute to the mutual satisfaction and advantage of both. But we can only deal with their legal rights and obligations."



A NEW YORK Supreme Court Justice has refused to confirm the report of a referee, because it appeared, upon the admission of the referee, that besides his own fees for services upon a reference, he had shared the fees of the stenographer who did the reporting, by accepting \$500 of the latter's bill of \$2,400. *The (N. Y.) Times* remarks: "Justice Freedman the referee shows an utter unconsciousness of the ethics of his profession and of his improper conduct in entering into a deal with the stenographer and refuses to confirm his report." *THE STENOGRAPHER* has long been aware of similar reprehensible practices in other cases, and welcomes this opportunity to condemn the same, and to publish the rebuke which the court has uttered in reference thereto.



Correspondence.

THE following inquiry has been received from a western stenographer:—

"I should be very much pleased to learn from you if you have knowledge of an opening for a thoroughly reliable and competent young man stenographer.

For your information I would say that, I am a married man, 30 years old, am now, and have been for the last five years, director of the Shorthand Department in this high school. I have had quite an extended experience as a stenographer and general reporter, and during the last five years, have made it my special business to become thoroughly competent to do court reporting, to understand the vernacular of the law, and to depend entirely upon my skill in this

line of work, in seeking an appointment. With this end in view, I have practiced in court a great deal, which has been made possible by each day's session of school being short, as well as Saturday and during other vacation periods. I like the work very much, and my experience in taking testimony in court and the reading of my notes which has received particular attention, justifies me in saying that I know how it should be done, and can do it to the entire satisfaction of anyone requiring such services."

ANSWER: It is possible that Patrick J. Sweeney, Esq., Lawyer, Stenographer and Proprietor of Manhattan Reporting Co., 150 Nassau St., N. Y. City, would be glad to secure your services. Mr. Sweeney is a first-class man, embarked upon a successful career in the above fields; and if you could make a satisfactory arrangement with him, and transfer your attainments to the metropolis, you would, doubtless, find greater demand and better compensation for them.

INASMUCH as the "official" stenographer, whether in the judicial, legislative, executive or other department of government service, was unknown to the common law, he may truthfully be said to be "a creature of the statute," (1) in more services than one. Had the art of shorthand writing been co-existent with the common chirography, there is little doubt that it would have been utilized to record judicial legislative and other proceedings from their inception. In that case the court stenographer would have at once become equally with the court clerk a part of the basic structure of our courts, and certain principles of law would have been evolved from these circumstances, and have become as much a part and parcel of the common law as those relating to any other topics which is now embraced within its domain.

Notes.

3. NEWTON RHOADS, court stenographer, at Reading, Pa., reported the testimony in the Seitzinger will contest. The transcript is said to consist of 240 typewritten pages, containing 150,000 words. It is said that over a week was spent in taking the testimony. That number of pages, if of the same size and containing the same

(1) "A creature of the statute."--A common legal phrase.

number of folios per page (averaging two to two and a half), as found generally among New York State transcripts, would be a very poor showing for a weeks work. But, on the figures given, each page must have borne 625 words, or six and one quarter folios which, to put the matter mildly is "a darn queer sort of page."

The Michigan Senate has refused to smile on the court stenographers of that state by declining to raise the annual salary of six Wayne County court stenographers from \$2000 to \$2500. The Wayne County farmers (who are supposed to understand all about buckwheat and court reporting) say that the present salary is comfortable enough. Court Stenographer George Donaldson, of Wayne County, Mich., represented the stenographers. The county auditors of that county (within which the city of Detroit lies) have also decided against the claim of circuit court stenographers for compensation for overtime. George H. Carlisle, official stenographer of court room No. 4 Detroit, employed Louis J. Siemon to do the overtime toil consequent upon the long sessions of his court. Simon's claim was disallowed, the auditors determining that Carlisle should pay his assistant of his \$2000 salary.

The official stenographers of the Philadelphia courts were alarmed by the introduction in their State Legislature of a bill which, if enacted, will cut down their income one-half. The Philadelphia press favored the bill, the *Dispatch* characterized it as "just" and charged that "the stenographer of a court has formerly been a gold mine;" while the *Item* threw mud, and said the reporters enjoyed "fat takes" and that they "make more money than three-fourths of the members of the bar."

A statement made by Attorney L. F. Fish, of Boston, complimenting Court Stenographer James M. Ruso, of Albany, N. Y., is a deserved tribute to the ability of a well-known and popular Albanian. Attorney Fish is the recently-elected president of the Bell Telephone company, at a salary of \$100,000 a year, and is better known as one of the best patent lawyers in the country. Mr. Ruso has been reporting the proceedings in the celebrated case of Burden against Burden, now on before Justice Betts. Mr. Ruso reported the previous trial, and the

(Continued on folio 150.)



As to Our Health.

SAYS a prominent writer for women's magazines, "In every department of life efficient service can be rendered only by the young woman who is physically well and equal to the recurring demands of consecutive days and weeks. Some of us overlook this fact, and we impair our usefulness and detract from our capacity by attempting too much, and forgetting to take needed rest. A long and unbroken night of sleep, to which a good conscience and good digestion almost equally contribute, is a fine preparation for a good day's work. But if a girl come home from behind the counter, the office, the typewriter, or whatever else enlists her energies, hurry through her evening meal, make her toilette for a social gathering, and remain among her friends until midnight, she will not feel refreshed and rested in the morning."

It may be said without fear of contradiction that the profession of stenography is one of the most taxing and wearing which can be found; but we have known of few physical wrecks among stenographers which could be traced to the work itself. We women are learning moderation slowly but surely, and can safely take men as examples in this regard at least; they can, as a rule, throw off business cares when they shut their office door, and turning away from their desk is the signal for real recreation until their return. We are not now referring to the man of affairs but to the rank and file of employees. They are not so intense as earnest women in the same work, and the sooner we all learn the lesson that there is a time to work and a time to play, the better it will be for our health.

This season of the year is a good time to

make resolutions having for their object the conserving of our strength and more even living. We owe it to our employers to spend our "after hours" in such a restful way as will enable us to return to our desks mentally and physically strong for the exactions of the day and the hour. As we have remarked many times before, health is our chief capital, and when that is once gone or even impaired, we realize what dependent creatures we are and how foolish we were to tax our strength beyond its capacity. It is a very difficult problem to strike the happy mean, but a little re-adjustment of our life during the long summer days before us may have the effect of rounding us out and increasing our usefulness in our day and generation. As some one has well said, "The whole secret lies in knowing what to do, but in not overdoing it; and in developing and keeping in prime condition the mental and physical qualities."

"The reason firm, the temperate will,
Endurance, foresight, strength, and skill;
A perfect woman, nobly planned,
To warn, to comfort, and to command."

A Woman's Chances in the Struggle for Existence.

THE increase in the number of self supporting women, especially noticeable in our large middle class, is creating a new problem, the economic as well as moral significance of which is interesting. If women become men's intellectual equals, while retaining their moral superiority, a serious competition must be established, in which the non-smoking, non-drinking and generally more orderly employees must survive as the fittest in the struggle for existence. On the whole, however, the close contact in which men and women are

brought through education and co-exertion is beneficial to both. It adds to woman's strength, clearness of judgment and business capacity, while by increasing his respect for woman's understanding it tends to raise man's moral standards to a level nearer to her own. Pessimists have claimed that the "new woman" in exchange for her recently acquired fields must lose the chivalrous attentions granted to her grandmothers. But so long as men and women depend upon each other for love and happiness, there need be no fear of that. Indeed, such a fear would imply that modern man has stood still while women has progressed. Such a thought cannot be entertained. Man is not likely to refuse the dignified, well informed woman who sympathizes with his highest aims and who strives with him to attain them, the physical protection and the courtesy which he has so lavishly bestowed upon the women described by Mr. Kipling as the women who "never could know and did not understand."—*Lippincott's*.



Notes from the Field.

"The office worker these warm days is disposed to complain of the uneven distribution of life's gifts; but many of these indolently busy ones covet your independence and your ability to stand squarely on your own feet. Too much pleasure is a bore, and too much work is only a weariness; you recover sooner from the latter than the former! And you may walk to and from your work, if you will, and breathe deeply, and take rhythmic exercises before you dress and before you retire; and when your week's work is done, you can handle your own honest wages, and rejoice that you belong to the noblest army in creation—the army of those who toil."

No less than eight women have seats on the London Board of Education.

Mrs. Ruth V. Lowry has accepted the position of stenographer in the office of Mr. W. L. Cooper of the C. B. & Q. R. R. at Galesburg, Ills.

Miss Pearl Bowker has secured a position as stenographer in the office of the Conger Manufacturing Co. of Syracuse, N. Y.

In the largest library in Oxford, England, has hung from time immemorial this notice:

"Women and dogs not admitted here." It is allowed to hang still, to show the changes in the status of women!

The stenographer employed by the F. H. & A. H. Chappell Co. of Westerly, R. I., is Miss Jennie A. Fisher.

We are pleased to learn that Mrs. Minnie C. Morgan, stenographer in the office of the Attorney General, at the State House, Indianapolis, Ind., has fully recovered from her recent serious illness.

Miss Winnie Russell fills the position of stenographer in a law office in Indianapolis, and recently paid a visit to her native town, Clinton, Ind.

Milton thought it improper for women to learn Greek and Latin; and two hundred years ago no one thought of a girl playing the piano; only men played!

Miss Thurston, has succeeded Mrs. Mary C. Baker, as stenographer in the office of United States Marshall Pettit, at Indianapolis, Ind. Mrs. Baker resigned her place in the Marshall's office and has taken a position in the law office of Representative Overstreet.

Miss Coroline Gill, of Fon Du Lac, Wis., has accepted a position as stenographer with the American Chemical Co. She recently finished her shorthand course at the Fountain City Business College, and is fortunate in obtaining a situation so promptly.

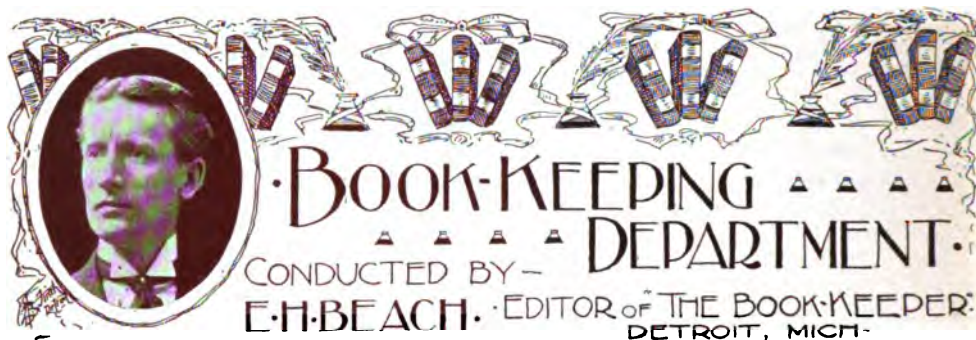
The Police Department of New York City recently appointed Miss Eleanor M. Griffin to the position of stenographer and typewriter, at \$1,000 per annum.

There was a time in the history of Boston libraries when women were not allowed to take books from the library. Now more books are taken out by women than men!

The Supreme Court Justices of St. Paul, Minn., have appointed their official stenographers, each of whom receives \$800.00. Justice Lewis has appointed Miss Josephine Norval; Justice Collins, Miss Carrie E. Hotchkiss; Justice Lovely, Miss Alice C. Corcoran, and Justice Brown, Miss Frances Webb, all of St. Paul.

Miss Edna Ott retired recently from the position of stenographer in Governor's office, at Kansas City, Mo., to take a similar position at the Topeka Insane Asylum.

IDA E. TURNER.



Chapter VI.

Before we attempt to make any entries for April, we must carry forward in each account the resource or the liability for the previous month. The inventories are resources and must also be carried forward. These amounts are transferred to the opposite side with the word "Forward" and the date written opposite in explanation.

We now wish to introduce the Day Book. It is merely a written record of the transactions as they are made. We will in this exercise enter all the transactions as they are made, although in actual business cash entries are usually entered into a cash book. We give here a few specimen entries, showing how they are made.

APRIL 1, 1895.

Sold to Eugene Bronson for cash.

| | | | |
|-----------------|-------|--------|--------|
| 30 yards Prints | @ 4c. | \$1.20 | |
| 50 " Sheetings | @ 8c. | 4.00 | \$5.20 |

2

Sold to F. Horner on his note at 30 days.

| | | | |
|---------------|-------|--------|---------|
| 30 lbs. sugar | @ 5c. | \$1.50 | |
| 100 " prunes | @ 7c. | 7.00 | |
| 42½ " denims | @ 8c. | 3.38 | \$11.88 |

3

Bought of H. Anderson & Co. for cash.

| | | | |
|-----------------|-------|--------|--------|
| 44 yds. gingham | @ 6c. | \$2.64 | |
| 167 " prints | @ 3c. | 5.01 | \$7.65 |

4

Bought of H. Anderson & Co.

| | | | |
|-------------------|-------|---------|---------|
| 3 pieces gingham, | | | |
| 143 yds. | @ 6c. | \$ 8.58 | |
| 20 pieces prints, | | | |
| 876 yds. | @ 3c. | 26.28 | \$34.86 |

Gave in payment

| | | | |
|--------------------|--|-------|-------|
| Cash | | 10.00 | |
| Our note f 30 days | | 24.86 | 34.86 |

It will be seen that there are no in or out columns in this book. They are not needed for a simple record. The figures breaking the red lines are dates. The transactions are transferred from the Day-book to the Journal, as shown below.

SPECIMEN JOURNAL ENTRIES.

April 1, 1895.

| (In.) | | (Out.) | |
|-------------------|----------------|---------|---------|
| Cash. | | \$ 5.20 | |
| | Merchandise. | | \$ 5.20 |
| 2 | | | |
| Bills Receivable. | | 11.88 | |
| | Merchandise. | | 11.88 |
| 3 | | | |
| Merchandise. | | 7.65 | |
| | Cash. | | 7.65 |
| 4 | | | |
| Merchandise. | | 34.86 | |
| | Cash. | | 10.00 |
| | Bills Payable. | | 24.86 |

The student will undoubtedly have discovered before this time, that it is very easy to make a mistake when entering directly to the ledger. The object of the Journal is to avoid this. This end is attained by analyzing each transaction, and writing all the ins and outs in a group instead of separating them. When this is done, it is easy to see at a glance whether the ins and the outs for each transaction balance. For instance, the first transaction is Cash in, and Merchandise out. We write the word Cash in the first *in* column, and on the same line in the second *in* column, we write the value of the cash coming in. On the next line in the out column we write the word *Merchandise*, and

on this same line in the second out column we write the value of the merchandise going out. And thus we proceed, always entering *in* items into in column, and *out* items into out columns. Each item is next transferred from the Journal to the Ledger, in items to in columns, and vice versa.

It is desirable to be able to see from the Ledger what was exchanged for each item. For instance, it is desirable to have the cash account show what went out for each item of cash received, and what came in for each item of cash disbursed, and the same in all other accounts. It is very easy to enter this information from the Journal, for this shows the ins and the outs together. Thus, on April 1st we enter \$5.20 into the in column of the Cash account and write before it on the same line the word *Merchandise* to show that it was exchanged for merchandise. We also enter into the out column of the Merchandise account the value \$5.20, writing before it the word *Cash* to show that it was exchanged for cash, and so on all through the Ledger. When one item is exchanged for two or more, we write the word *Sundries* instead of the names of the items, because it is not convenient to write two or more words in so limited a space. For instance, on April 4th., we write in the in column of the Merchandise account; 34.86, and the word *Sundries* instead of the words *Cash* and *Bills Payable* before it.

The student will enter all of the remaining transactions for April:—first into the Day-book, then from that into the Journal, and from this into the Ledger, always writing in the check column of each book the number of the page of the other book from which the item has been transferred and the number of the page to which it has been transferred in the next book. The Day-book must show to what page of the Journal each item is transferred; the Journal must show *from* what page of the Day-book each item in it has been taken and *to* what page of the Ledger it has been transferred from the Journal; the Ledger must show from which page of the Journal each item has been taken. This "checking" must be done at the time the items are transferred, for a check number also serves to show that the item has been transferred, and by running up the column we are able to tell whether or not we have omitted to transfer anything.

We will now go on with the exercise.

- April 5. Received a check of \$20 from Field & Co. in payment of the draft we received from John Burton last month, and we deposit the check in the bank.
- " 6. Paid our note of \$300 dated March 3rd by giving a check.
- " 7. Paid \$10 in cash for wages.
- " 8. Sold to H. Codd for cash; 26 yards Prints at 4c., \$1.04, 20 lbs. sugar at 6c., \$1.20; 32 yds. sheeting at 8c. \$2.56, 1 lb. cloves at 20c., \$0.20, total \$5.42.
- " 9. Sold to Jno. H. Brewster on account, 6 lbs. coffee at 14c. \$.84, 10 lbs. C sugar at 4c., \$.40, total \$1.24.
- " 10. Insured our building and stock paying a premium of \$3.42 in cash.
- " 11. Discounted F. Horner's note of \$11.88. Discount, 25 cents. Cash received \$11.63.
- " 13. Have accepted a draft for \$185 Drawn by Jas. Snell & Co. in favor of the First National.
- " 14. We have a number of small sales of merchandise for cash to-day amounting to \$63.47.
- " 16. Paid the draft of Jas. Snell & Co. to-day by a check. Amount \$185.
- " 17. Petty cash sales to-day, \$25.10.
- " 18. Deposited \$100 in cash at the bank.
- " 20. Sold to Jno. H. Brewster on account, 30 yds. of prints at 4c., \$1.20.
- " 22. Bought of Donnelly and Sons a new set of account books for \$5 in cash.
- " 23. Bought of Jenson and Co. on account a load of coal for \$7.20.
- " 25. Received of F. Horner \$10 in cash to apply on his account.
- " 27. Petty cash sales \$49.72.
- " 28. The proprietor drew out \$20 in cash for his personal use.
- " 29. Paid \$2 in cash for repairs to the store.
- " 30. Petty cash sales \$21.43.

Inventory of stock on hand:—

| | |
|-------------|-----------|
| Merchandise | \$2700.00 |
| Real Estate | 2250.00 |
| Insurance | 3.12 |

THE STENOGRAPHER.

HENRY BROWN.

| | | | | | |
|-----------|----------------------------|-----------|----------|---------------|---------|
| 1895. | | | 1895. | | |
| March 31. | Res. and Liabilities . . . | \$5373.03 | March 1. | Forward . . . | \$5000. |
| | | | " 31. | Gain, . . . | 373.03 |
| | | | | | |
| April 28. | Cash . . . | 5373.03 | April 1. | Forward . . . | 5373.03 |
| " 30. | Res. and Liabilities . . . | 5420.43 | " 30. | Gain . . . | 67.40 |
| | | | | | |
| | | 5440.43 | | | 5440.43 |
| | | | May 1. | Forward . . . | 5420.43 |

CASH.

| | | | | | |
|----------|---------------------|---------|----------|-------------------|---------|
| March 1. | | 5000. | March 2. | | 2000.00 |
| | | | " 3. | | 1200. |
| | | | " 7. | | 1500. |
| | | | " 25. | | 300. |
| | | | | | |
| | | 5000. | | | 5000. |
| April 1. | Merchandise . . . | \$ 5.20 | April 3. | Merc. . . | 7.65 |
| " 8. | " . . . | 5.42 | " 4. | " . . . | 10. |
| " 11. | Bills Rec. . . | 11.63 | " 7. | Exp. . . | 10. |
| " 17. | Merchandise . . . | 63.47 | " 10. | Ins. . . | 3.42 |
| " 25. | " . . . | 25.10 | " 18. | Bank . . . | 100. |
| " 25. | F. Horner & Co. . . | 10.00 | " 22. | Exp. . . | 5.00 |
| " 27. | Merchandise . . . | 49.72 | " 28. | H. Brown . . . | 20. |
| " 30. | " . . . | 21.45 | " 29. | Exp. . . | 2. |
| | | | " 30. | Res. and Lia. . . | 33.90 |
| | | | | | |
| | | 191.97 | | | 191.97 |
| May 1st. | Forward . . . | 33.90 | | | |

REAL ESTATE.

| | | | | | |
|----------|---------------------|---------|-----------|-----------------|---------|
| March 2. | | 2000.00 | March 31. | Inventory . . . | 2200. |
| " 31. | Loss and Gain . . . | 200.00 | | | |
| | | 2200.00 | | | 2200. |
| April 1. | Forward . . . | 2200.00 | April 30. | Inventory . . . | 2250. |
| " 30. | Loss and Gain . . . | 50.00 | | | |
| | | 2250.00 | | | 2250.00 |
| May 1. | Forward . . . | 2250.00 | | | |

MERCHANDISE.

| | | | | | |
|----------|--|---------|----------|----------|---------|
| March 3. | | 1500. | March 5. | | 3.03 |
| " 4. | | 600. | " 6. | | 12. |
| " 11. | | 300. | " 9. | | 50. |
| " 12. | | 150. | " 10. | | 20. |
| " 14. | | 286. | " 13. | | 36. |
| " 31. | | 173.03 | " 20. | | 65. |
| | | | " 21. | | 23. |
| | | | 31. | Inv. . . | 2800. |
| | | | | | |
| | | 3009.03 | | | 3009.03 |

THE STENOGRAPHER.

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| | |
|------------------------------|-----------|
| 1895. | |
| April 1, Forward | \$2800 00 |
| April 3, Cash | 7 65 |
| April 4, Sundries | 34 56 |
| April 30, Loss and gain..... | 42 15 |

| | |
|---------------------------------|---------|
| 1895. | |
| April 1, Cash | \$ 5 20 |
| April 2, Bills received..... | 11 88 |
| April 8, Cash | 5 42 |
| April 9, John H. Brewster | 1 24 |
| April 14, Cash | 63 47 |
| April 17, Cash | 25 10 |
| April 20, Jno. H. Brewster..... | 1 20 |
| April 27, Cash | 49 72 |
| April 30, Cash | 21 43 |
| April 30, Inv. | 2700 00 |

2884 66

2884 66

| | |
|----------------------|---------|
| May 1, Forward | 2700 00 |
|----------------------|---------|

BILLS PAYABLE.

| | |
|----------------------------|-----------|
| Mar. 19 | \$ 100 00 |
| Mar. 31, Res. and Lia..... | 300 00 |
| | 400 00 |

| | |
|---------------|-----------|
| Mar. 3 | \$ 300 00 |
| Mar. 16 | 100 00 |
| | 400 00 |

| | |
|-----------------------------|--------|
| Apr. 16, Bank | 185 00 |
| Apr. 30, Res. and Lia. | 324 86 |
| | 509 86 |

| | |
|-------------------------------|--------|
| Apr. 1, Forward | 300 00 |
| Apr. 4, Mer. | 24 86 |
| Apr. 13, Jas. Snell & Co..... | 185 00 |
| | 509 86 |

| | |
|----------------------|--------|
| May 1, Forward | 324 86 |
|----------------------|--------|

H. ANDERSON & CO.

| | |
|-----------------------------|-----------|
| Mar. 8 | \$ 500 00 |
| Mar. 31, Res. and Lia. | 100 00 |
| | 600 00 |

| | |
|--------------|-----------|
| Mar. 4 | \$ 600 00 |
| | 600 00 |

| | |
|-----------------------------|--------|
| Apr. 30, Res. and Lia | 100 00 |
|-----------------------------|--------|

| | |
|-----------------------|--------|
| Apr. 1, Forward | 100 00 |
|-----------------------|--------|

F. HORNER.

| | |
|---------------|---------|
| Mar. 5 | \$ 3 03 |
| Mar. 21 | 23 00 |
| | 26 03 |

| | |
|-----------------------------|----------|
| Mar. 31, Res. and Lia. | \$ 26 03 |
| | 26 03 |

| | |
|-----------------------|-------|
| Apr. 1, Forward | 26 03 |
| | 26 03 |

| | |
|-----------------------------|-------|
| Apr. 25, Cash | 10 00 |
| Apr. 30, Res. and Lia. | 16 03 |
| | 26 03 |

| | |
|----------------------|-------|
| May 1, Forward | 16 03 |
|----------------------|-------|

BILLS RECEIVABLE.

| | |
|---------------|----------|
| Mar. 6 | \$ 12 00 |
| Mar. 17 | 20 00 |
| | 32 00 |

| | |
|-----------------------------|----------|
| Mar. 29 | \$ 12 00 |
| Mar. 31, Res. and Lia. | 20 00 |
| | 32 00 |

| | |
|---------------------------|-------|
| Apr. 1, Forward | 20 00 |
| Apr. 2, Merchandise | 11 88 |
| | 31 88 |

| | |
|-----------------------------|-------|
| Apr. 11, Sundries | 11 88 |
| Apr. 30, Res. and Lia. | 20 00 |
| | 31 88 |

| | |
|----------------------|-------|
| May 1, Forward | 20 00 |
|----------------------|-------|

THE STENOGRAPHER.

FIRST NATIONAL BANK.

| 1895. | | 1895. | |
|-----------------|----------------|------------------------|----------------|
| Mar. 7 | \$ 1500 00 | Mar. 8 | \$ 500 00 |
| Mar. 25 | 300 00 | Mar. 19 | 100 00 |
| Mar. 29 | 12 00 | Mar. 24 | 286 00 |
| | | Mar. 30 | 14 00 |
| | | Mar. 31, Res. and Lia. | 912 00 |
| | <u>1812 00</u> | | <u>1812 00</u> |
| Apr. 1, Forward | 912 00 | Apr. 16, Bills pay. | 185 00 |
| Apr. 18, Cash | 100 00 | Apr. 30, Res. and Lia. | 827 00 |
| | <u>1012 00</u> | | <u>1012 00</u> |
| May 1, Forward | 827 00 | | |

GURNSEY BROS.

| | | | |
|---------|---------------|---------|---------------|
| Mar. 9 | \$ 50 00 | Mar. 15 | \$ 25 00 |
| Mar. 20 | 65 00 | Mar. 18 | 25 00 |
| | | Mar. 28 | 65 00 |
| | <u>115 00</u> | | <u>115 00</u> |

JOHN BURTON.

| | | | |
|---------|----------|---------|----------|
| Mar. 10 | \$ 20 00 | Mar. 17 | \$ 20 00 |
|---------|----------|---------|----------|

JAMES SNELL & CO.

| | | | |
|------------------------|---------------|-----------------|---------------|
| Mar. 15 | \$ 25 00 | Mar. 11 | \$ 300 00 |
| Mar. 18 | 25 00 | | |
| Mar. 28 | 65 00 | | |
| Mar. 31, Res. and Lia. | 185 00 | | |
| | <u>300 00</u> | | <u>300 00</u> |
| Apr. 13, Bills Pay. | 185 00 | Apr. 1, Forward | 185 00 |

HUFFY BROS.

| | | | |
|---------|---------------|---------|---------------|
| Mar. 16 | \$ 100 00 | Mar. 12 | \$ 150 00 |
| Mar. 23 | 36 00 | | |
| Mar. 30 | 14 00 | | |
| | <u>150 00</u> | | <u>150 00</u> |

JAMES GREEN.

| | | | |
|---------|----------|---------|----------|
| Mar. 13 | \$ 36 00 | Mar. 23 | \$ 36 00 |
|---------|----------|---------|----------|

DRAPER BROS.

| | | | |
|---------|-----------|---------|-----------|
| Mar. 24 | \$ 286 00 | Mar. 14 | \$ 286 00 |
|---------|-----------|---------|-----------|

THE STENOGRAPHER.

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EXPENSE.

| 1895. | | 1895. | |
|---------------------|--------------|-----------------------------|--------------|
| Apr. 7, Cash | \$ 10 00 | Apr. 30, Loss and Gain..... | \$ 24 20 |
| Apr. 15, Cash | 5 00 | | |
| Apr. 23, Cash | 7 20 | | |
| Apr. 29, Cash | 2 00 | | |
| | <u>24 20</u> | | <u>24 20</u> |

JOHN H. BREWSTER.

| | | | |
|----------------------|-------------|-----------------------------|-------------|
| Apr. 9, Mer. | \$ 1 24 | Apr. 30, Res. and Lia. | \$ 2 44 |
| Apr. 20, Mer. | 1 20 | | |
| | <u>2 44</u> | | <u>2 44</u> |
| May 1, Forward | 2 44 | | |

INSURANCE.

| | | | |
|----------------------|-------------|-------------------------|-------------|
| Apr. 10, Cash | \$ 3 42 | Apr. 30, Inv. | \$ 3 12 |
| | | Apr. 30, L. and G. | 30 |
| | <u>3 42</u> | | <u>3 42</u> |
| May 1, Forward | 3 12 | | |

DISCOUNT.

| | | | |
|-----------------------|-------|---------------------------|-------|
| Apr. 11, B. Rec. | \$ 25 | Apr. 30, Loss and G. | \$ 25 |
|-----------------------|-------|---------------------------|-------|

JENSEN & CO.

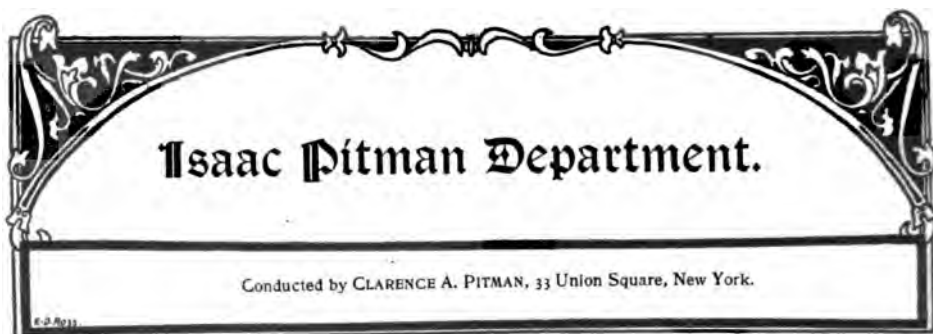
| | | | |
|-----------------------------|---------|----------------------|---------|
| Apr. 30, Res. and Lia. | \$ 7 20 | Apr. 23 | \$ 7 20 |
| | | May 1, Forward | 7 20 |

LOSS AND GAIN.

| | | | |
|--------------------------|--------------|----------------------------|--------------|
| Apr. 30, Expense | \$ 24 20 | Apr. 30, Real Estate | \$ 50 00 |
| Apr. 30, Insurance | 30 | Apr. 30, Merchandise | 42 15 |
| Apr. 30, Discount | 25 | | |
| Henry Brown, Gain | 67 40 | | |
| | <u>92 15</u> | | <u>92 15</u> |

RESOURCES AND LIABILITIES.

| | | | |
|---------------------|----------------|-------------------------|----------------|
| Apr. 30, Cash | \$ 33 90 | Apr. 30, H. Brown | \$ 5420 43 |
| Real Est. | 2250 00 | Bills Pay. | 324 86 |
| Mer. .. | 2700 00 | H. Anderson & Co.... | 100 00 |
| F. Horner | 16 03 | Jenson & Co..... | 7 20 |
| B. Rec. | 20 00 | | |
| 1st Nat. Bank..... | 827 00 | | |
| J. H. Brewster..... | 2 44 | | |
| Ins. | 3 12 | | |
| | <u>5852 49</u> | | <u>5852 49</u> |



IN view of the misleading statements made by the authors (?) of the numerous so-called "easy" systems of shorthand, the following remarks contained in a little brochure entitled "From Amanuensis to Court Reporter" will be read with interest. Mr. Willard B. Bottome, an Official Law Reporter, (New York) the author of this work says: "There is room always for expert stenographers and reporters. The demand has exceeded and will exceed the supply. Of course, there are any number of mediocre stenographers who are willing to work for from \$6.00 to \$10.00 a week, but the author is acquainted with stenographers who receive anywhere from \$20.00 to \$40.00 a week, and with Law Reporters whose annual income is more than that of the average lawyer." Further, in regard to these "simple" systems, we find in "Pitman's Shorthand Weekly" the following: "It is a gratifying sign of the times to observe the attention which is now being paid by American business educators to the higher education of stenographers and typists. There has been too great a tendency to send out to the commercial world imperfectly equipped students. The leading business educators of America, it is but fair to say, have never countenanced or adopted the methods to which exception is taken, and now that the disadvantages of the 'short courses' of certain teachers are being disclosed, they are making a timely plea for a more thorough business training as essential to students who aspire to fill properly remunerated business positions. In this association the weighty words of Garfield are quoted, that 'Shorthand when properly learned will prove to be not only a most agreeable and remunerative profession, but in many cases a stepping-stone to something much better; and as a means of mental training, it is without a rival.'"

Isaac Pitman's Complete Phonographic Instructor, 250 pp., \$1.50; a Phonographic Dictionary, with the shorthand forms for 60,000 words, \$1.50; Business Correspondence, Nos. 1 and 2, each 30 cents. Spanish Phonography, 101 pages, \$1.75. Pitman's 20th Century Dictation and Legal Forms, 256 pp., 75c. Published by Isaac Pitman & Sons, 33 Union Square, New York.

Key to Isaac Pitman Shorthand.

Reprinted from Pitman's 20th Century Dictation Book.

MR. ROBERT D. ANDREWS,
Westchester, N. Y.

Dear Sir: We have your favor of the 10th inst., and do not feel that you should be over anxious about your advertisement in "The Age." At the time you wrote the letter, it would hardly be supposed that you would hear from your advertisement at that date.

We trust that before the force of the April issue is expended you may be more successful.

We believe that your advertisement is in a most suitable medium, and that the continued use of it will bring satisfactory results.

We would be pleased to hear from you in this connection at any time.

Yours very truly, (112)

* * *

MESSRS. JAMES S. PIERSON & Co.,
Cleveland, Ohio.

Gentlemen: During the past eleven years it has been my duty and pleasure to put before you in the most convincing and seductive way possible the advantages to be derived from advertising in "The Book-Keeper." I have endeavored to base my claims upon reason, and to state them as temperately as circumstances and my own condition of health would permit. Perhaps I have succeeded—I trust so.

Now, however, I have no claim to make; no theories to advance; no reason "why" to offer. I have only to submit to you the evidence of those of my advertisers who have used "The Book-Keeper" during the past several years, and testimony of their actual experiences. I submit it all to you without argument.

I believe there is nothing more for me to add except to express in advance the pleasure it would afford me to receive your early acknowledgment of the testimony. I might also add that, if you are not already an advertiser in "The Book-Keeper," it would afford me great pleasure to—but that is another story.

Yours truly, (191)

THE STENOGRAPHER.

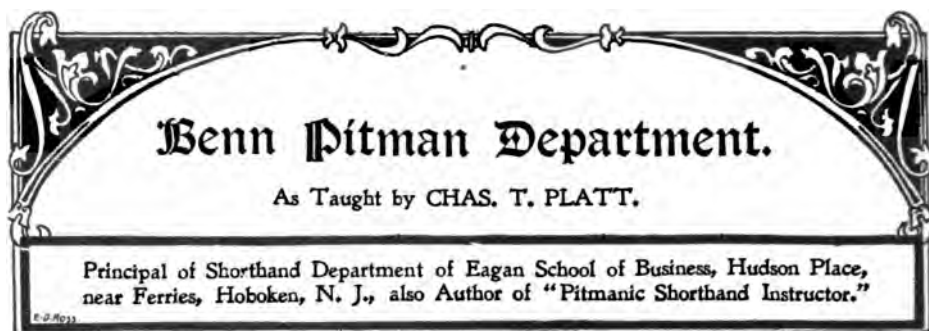
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ISAAC PITMAN'S SHORTHAND.

Business Letters from Pitman's Twentieth Century Dictation Book
and Legal Forms.

[illegible]

Schools and others, desiring the services of experienced shorthand teachers, will please apply to Teachers' Bureau Department, Isaac Pitman & Sons, 33 Union Square, New York.



Toast--"Why Does A Hen Lay An Egg?"

(Continued from June number.)

HENCE the question: Why does a hen lay an egg?

Fourthly, *Hen*, my friends, *hen*. Why does a *hen* lay an egg? Why not a dude? Why not a cigarette fiend? Because my friends, nature never expects something from nothing. The hen is selected because she represents industry, application, humility and an earnest steadfastness of purpose. Observe the business-like way in which a hen discharges her duty. Like a good business man she believes in advertising, and when she has done an act that she is not ashamed of and has enriched the world by the production of an egg, she calls attention to the fact in appropriate and well chosen terms, and the male bird like his human prototype, puts on an air of dignity and giving an approving glance, announces: "If there is no objection, the work of the hen will be accepted and her work approved. I hear of none, it is so ordered." In view of the sterling virtues the hen represents, why do we hear of a concave of giddy women assembled in Folly's name munching confectionery and gossip, stigmatized as a "Hen Convention?" How very insulting to the hen!

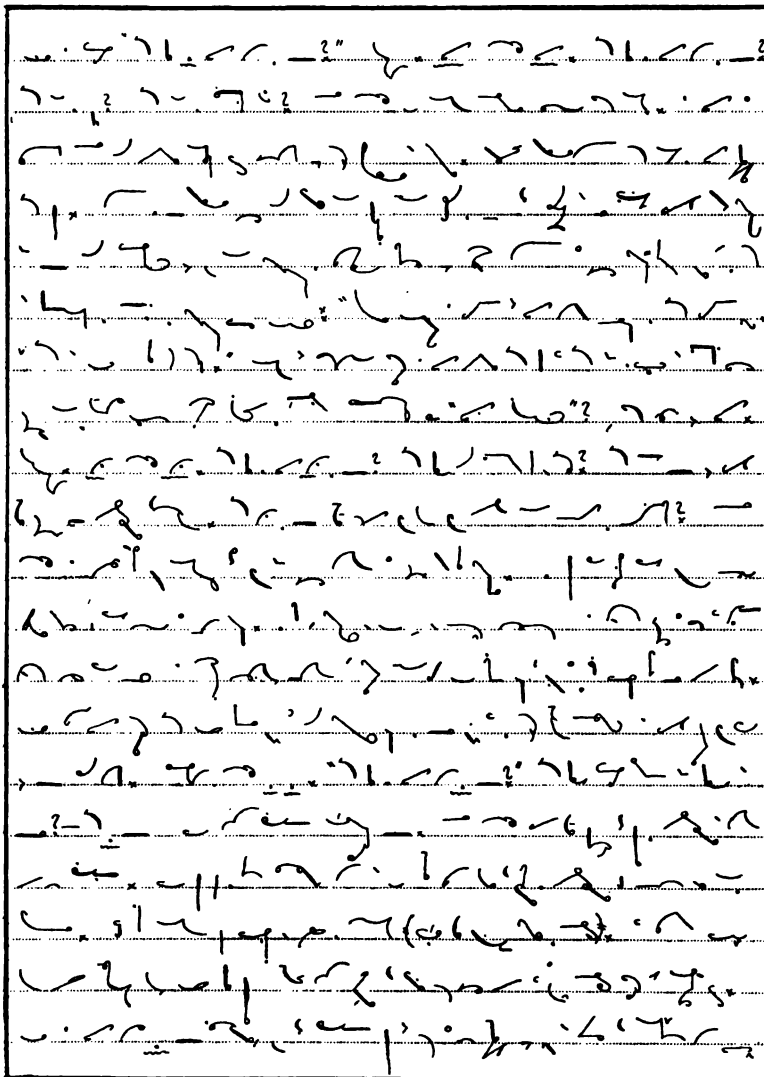
Fifthly, *lay*, my friends, *lay*. Why does a hen *lay* an egg. Why doesn't she keep it to herself? Why give the egg to the world and thus assume the great responsibilities that may follow. Why *lay* an egg and thus return value for value received in corn and shelter? Because, my friends, the lesson sought to be

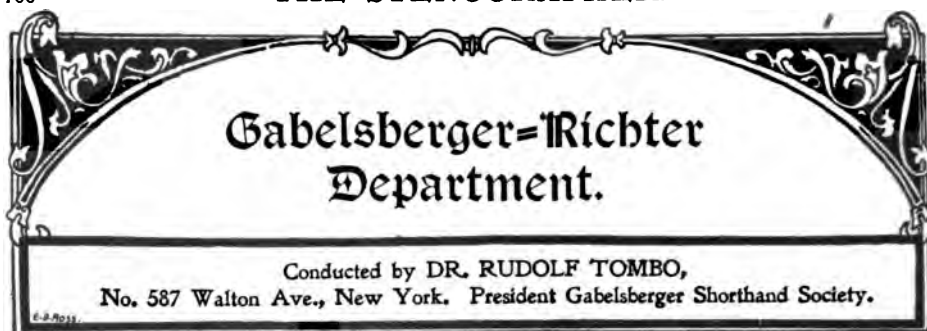
enforced is that the value of human life is estimated by its products. A debt is not settled when the bank account justifies payment but when the money is actually paid. A doctor who professes to know how to cure, must cure; the lawyer whose mind is stored with legal lore must win cases, the minister must live the good live he preaches, and in general, no contract to do or to be is considered closed until the goods are delivered. Hence, while the hen arranges her nest, talks about what she proposes to do, and goes about with an earnest and thoughtful expression, the world attaches value only to the egg she has *laid*.

Sixthly, my friends, *an*, *an*. Why does a hen lay *an* egg? Why doesn't the question speak of a dozen of eggs—why *an* egg—one little, single, unpretentious egg? Because, my friends, we are thus admonished that the duties and responsibilities of life are met singly. One duty at a time seems to be the law of nature, and it is well for us that troubles and responsibilities do not come to us in flocks. We do not eat enough at one sitting to last us a month (unless this banquet proves an exception), we sleep one night for rest and strength for the next day's duties, and even the little cherubs that bless our homes are, with few exceptions, furnished us on the installment plan. Hence, the hen lays *an* egg, symbolizing the fact that the single duty of the hour is met and discharged and the brood of chickens that in time will crown—

(To be continued.)

BENN PITMAN SHORTHAND AS TAUGHT BY CHAS. T. PLATT.





NOTE.—The pamphlet, "The New Era of Phonography," as well as the circular, "A Practical Lesson in Graphic Shorthand" explain the general principles of Gabelsberger system. I shall be pleased to furnish these publications free of charge to any reader of THE STENOGRAPHER who wishes to form an idea of the system.—*Dr. R. Tombo.*

CORRESPONDING STYLE.

Gentlemen: Our agent, Mr. Currie, has forwarded to us your letter of the 10th inst. to him, saying that if we could not ship "Star" as desired, you did not want the other goods ordered at the same time.

We beg leave to say that in transmitting the order to us, Mr. Currie made no mention of any such condition attaching to it, and as there is a good deal of expense and inconvenience connected with making so small a quantity of a special brand, we declined your order for "Star" $4\frac{1}{2}$ to the pound.

Mr. Currie, on receipt of your letter of the 10th inst., wired us not to ship any of your order, if we could not send the "Star," but we had shipped all but the "Star" before his telegram was received, and the goods are now on their way to you, and we presume you have received invoice ere this.

We beg leave to say that since writing Mr. Currie that we could not make you the "Star" $4\frac{1}{2}$ to the pound, we have had orders for similar goods running 6 to the pound. If you will take the goods of this weight, instead of $4\frac{1}{2}$ to the pound, we will forward them within two or three days of the receipt of your authority to do so, provided we hear from you promptly by return mail.

Yours respectfully,

REPORTING STYLE.

Extract of speech made by Secretary of State Hay at a dinner given by the Board of Directors of the Pan-American Exposition to the National Editorial Association, Buffalo, June 13, 1901.

"Last night as I looked from my window at this marvelous creation, lined in fire upon the evening sky, and to-day as I have walked through the courts and the palaces of this incomparable exhibition, the words of the prophet have been constantly in my mind, 'Your old men shall dream dreams; your young men shall see visions.' We who are old have through many hopeful years dreamed this dream. It was noble and inspiring, leading to earnest and uplifting labor. And now we

share with you who are young the pleasure of beholding the vision, far nobler and more inspiring than the dream. * * *

"As a means to those ends, as a concrete realization of those generous dreams which have led us thus far, we have this grand and beautiful spectacle, never to be forgotten, a delight to the eyes, a comfort to every patriotic heart that during the coming Summer shall make the joyous pilgrimage to this enchanted scene.

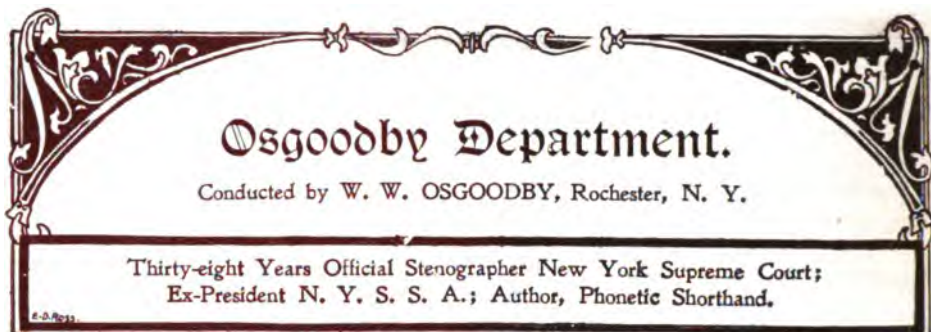
"There have been statesmen and soldiers who have cherished the fancy in past years of a vast American army recruited from every country between the arctic and antarctic seas, which should bind us together in one immense military power that might overawe the older civilizations. But this conception belongs to the past, to an order of things that has gone, I hope, forever by.

"How far more inspiring is the thought of the results we see here now; how much more in keeping with the better times in whose light we live and the still more glorious future to which we look forward, is the result we see to-day of the armies of labor and intelligence in every country of this new world, all working with one mind and one will, not to attain an unhappy pre-eminence in the art of destruction, but to advance in liberal emulation in the arts, which tend to make men happier and better, to make this long harassed and tormented earth a brighter and more blessed abode for men of good will. * * *

"God forbid that there should be in all this the slightest hint of vain glory, still less of menace, to the rest of the world. On the contrary, we cannot but think that this friendly challenge we send out to all peoples—convoking them also to join in this brotherly emulation in which the prizes are after all merely the right to further peaceful progress in good work—will be to the benefit and profit of every country under the wide heavens. * * *

"The benign influences that shall emanate from this great festival of peace shall not be bounded by oceans nor by continents."

For the text-book (price \$1.00) and exercise books (price 15c. each) apply to the International News Company, 83 Duane Street, N. Y.



Fragment of a Law Report.

Q. State the condition in which you found the plaintiff when you first saw him? A. He was suffering from a sprained ankle, a sprained wrist, and I think three fingers on his left hand and two on the right had been sprained, and he told me they had been out of joint and had been replaced. They were swollen and tender. His back was bruised and swollen and discolored, and he had a swelling just above the hip.

Q. Was there discoloration on the side? A. There was some discoloration there.

Q. Were his hands and fingers bandaged, at the time he came to you? A. I am not sure; there were heavy flexible plasters put on, to keep his fingers in place. I presume there were bandages on, also.

Q. Was there a bandage about his body, at that time? A. I am not sure; I know he had to be bandaged.

Q. Did you have bandages put on? A. Yes, sir.

Q. You saw him, from time to time, through the fall of 1899? A. Yes, sir. For about four months I had charge of him regularly for that trouble.

Q. State about the conditions that you observed? A. He complained largely about not being able to eat very well, and


couldn't retain his food. He said he had so much pain in his back that he could not sleep, and he had attacks of cold perspiration in the night, and then a chill.

Q. What was his appearance, at that time? A. For a few months, he was in very poor condition, and his nervous system was in very bad shape. He had not been very well nourished, and he was pale, trembling, his hands were not steady, and two of the vertebrae of the lumbar spine—between the ribs and the hips—were tender all that time, and during the latter part of the time the muscles at the left of the spine were wasted. One could hardly find them. He was sore all along those muscles and these two vertebrae. They were very tender, on pressure.

Q. Did you make a diagnosis of atrophy? A. Yes, sir.

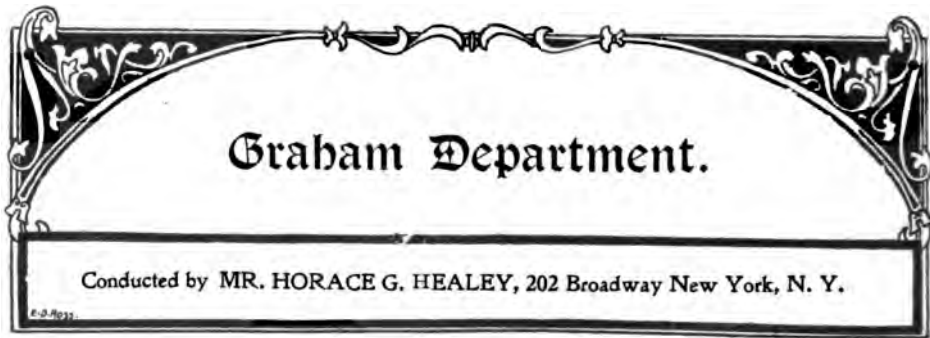
Q. What is that? A. A wasting of the muscles.

Q. State about the enlargement in his side? A. I should say it was about the size of half an ordinary apple. It was rather prominent, and oblong. For quite a while I thought that was a swelling of the muscles and fascia there, from the bruise and sprain. It took me some time to find out what it really was. Dr. Rose and I made a thorough examination in March, and we then decided that it was a case of lumbar hernia.

 Osgoodby's *Phonetic Shorthand Manual*, \$1.25; *Speed-book (without key)*, \$1.00; *Compendium, for the vest-pocket*, 50c; *Word-Book*, \$1.50; *The Great Moon Hoax (engraved shorthand)* \$1.25. For sale by *The Stenographer Printing and Publishing Co.*, 408 Drexel Building, Philadelphia, Pa.

OSGOODBY SHORTHAND.

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THE belief that one *can do a thing* is nowhere more helpful than in rapid shorthand writing. On the other hand, no foe is so deadly as is the hallucination that continually haunts certain students, compelling them to surrender to the thought that they are by nature unfitted for successful work in this line. When *hope* and *courage* leave the student he is almost a total wreck, and it requires the consummate skill and tact of friends and teachers to convince him that his own misgivings are working him injury.

The first cause, perhaps, of the idea that one is unfitted, is to believe that he is *slow of hand*, that he lacks *manual dexterity*. It should be a very simple matter to convince a student that so far as his *hand* is concerned he is all right. The writer has never seen a person who has not sufficient dexterity to write 150 words a minute.

With this article is presented a group of figures containing the digits and

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cipher. From careful computation (which is sufficient for all practical purposes) the writer has found that manual dexterity may be measured in terms of shorthand by simply multiplying the number of lines of these figures one can make in a minute by *sixteen*, the product will give him the number of words he is able to write in a minute so far as his *hand* is concerned. If he cannot write at the rate indicated, then the head is wrong. Try it student, teacher and reporter. If you can write ten lines legibly your speed should be 160 words a minute. If you can write twelve lines, your speed should be 192 words.

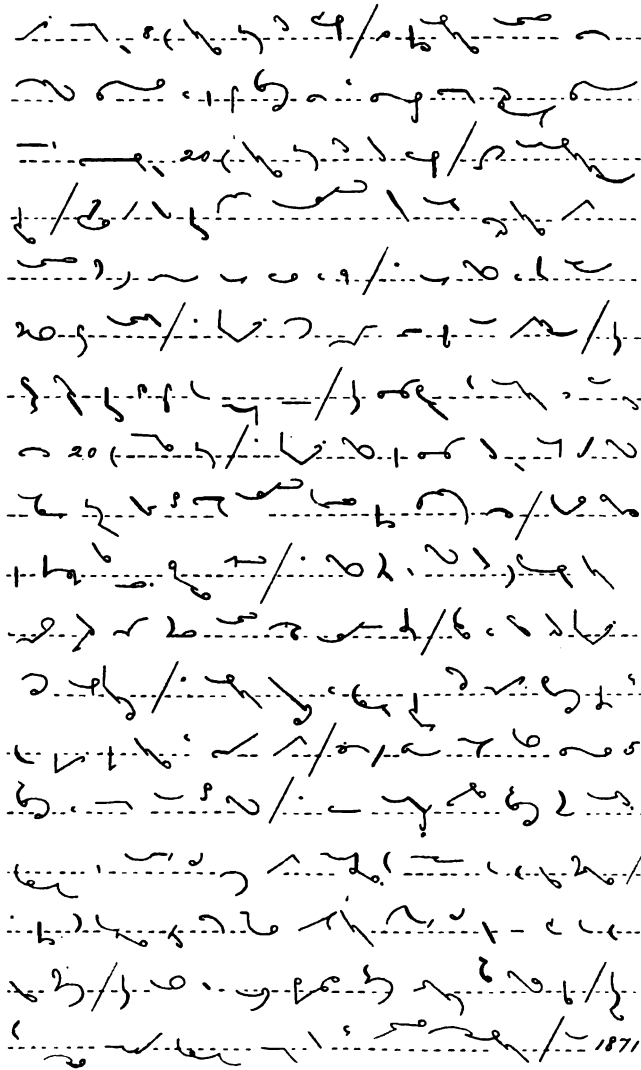
Key to Great Modern Presses.

—a running capacity of about 8,000 papers an hour printed on one side. As the demands of the newspapers increased more impression cylinders were added, until these machines were made with as many as ten grouped around the central cylinder, giving an aggregate speed of about 20,000 papers an hour printed upon one side. A revolution in newspaper printing took place. Journals which before had been limited in their circulation by their inability to furnish the papers rapidly increased their issue, and many new ones were started. The new presses were adopted not only throughout the United States, but also in Great Britain. The type-revolving machine marked a great advance in rapid printing. It was believed that the problem had been settled, at least for a long time to come. It was scarcely conceivable that any paper would want to print more than 20,000 copies an hour.

The type-revolving presses had scarcely been put into general operation in this country and Europe before the constant growth in circulation figures demanded still further improvements. Various experiments had demonstrated the possibility of casting stereotype plates on a curve. The process was brought to perfection by the use of flexible paper matrixes upon which the metal was cast in curved moulds to any circle desired. These plates were placed upon the type-revolving machines instead of the typeforms. The newspaper publishers were thus enabled to duplicate the forms and to run several machines at the same time, with a view to turning out the papers with greater rapidity. In some of the large London and New York offices as many as five of these machines were kept in constant operation.

The difficulty in obtaining high speeds with these machines was not in printing fast enough, but in getting the sheets to the machine rapidly and in disposing of them quickly after they had passed

GRAHAM SHORTHAND.



The only books that present the Graham system in its purity are published by Andrew J. Graham & Co., 1135 Broadway, New York. Catalog and circulars free.

through the press. The demand was for a press which would print from a continuous roll of paper, leaving the sheets to be cut and folded after they had passed through the machine. It was necessary, too, to insure satisfactory results, that

the machine should perform all these operations itself. It was found that human hands could not work fast enough to keep up with the requirements of the modern newspaper. In 1871—

Department of Practical Grammar.

By PROF. JAMES F. WILLIS, 1427 Euclid Ave., Phila., Pa.

Instructor in Grammar, Rhetoric and Etymology.

CASE FORMS OF PRONOUNS.

The seven pronouns *I, thou, he, she, we, they, who*—are often incorrectly used for the forms *me, thee, him, her, us, them, whom*; and these latter forms are often, too, used for the former. Unless one has been trained in analysis of the sentence, it is very difficult to use these different forms properly. In this article, proper usage shall be briefly stated, and dependence put upon the illustrative and the promiscuous sentences for whatever is to be learned about them. *I, thou, he, she, we, they, who* become *me, thee, him, her, us, them, whom*—when used (1) as object complement, (2) as chief word in a prepositional phrase.

(1) I struck *thee*.

Thou shalt aid *him*.

He saw *her*.

She rescued *him*.

We advised *them*.

They scorned *us*.

He chose twelve *who* were lowly, and *whom* he named Apostles.

(2) I gave the book to *thee*.

Thou didst not appeal to *me*.

He divided the money between *her* and *him*.

She sang with *us* and *them*.

To *whom* shall I liken him?

Pronouns that explain other words are in the same case as the words they explain.

The person sitting there is my brother, *he* that has just returned from college.

I assisted my brother, *him* that has just returned from college.

Pronouns that are attribute complements of participles or infinitives, are in the same case as the words to which they relate. Use *I, thou, he, her, we, they, who* as subject, as attribute complement, and independently.

Five of the following sentences are correct. See as what each of the italicized pronouns is used; and, if an improper form is used, correct it.

I bought the house from the grocer, *he who* your family patronize.

O *thee* who art! Solomon calls *thou* almighty, which is the noblest of all thy titles!

Myself was lost, gone from me like an ache.

Not that any man hath seen the Father, save *he* that is of God.

The children took me to be *he*.

You are richer than *him*.

Who is it customary to address as honorable?

Me being inexperienced, they easily cheated me.

They all said it was *him*.

Who did you inquire for?

We soon knew it to be *they*.

I know not *who* she is.

Who say ye that I am?

We thought it was *thou* at the door.

Who do you think it is?

Impossible! It can't be *I*.

They arrested the servant, *he who* my friend yesterday dismissed.

He is taller than *me*.

They believed the writer to be *I*.

Whom do you think was there?

Who do you suppose it to be?

My cousin, *her who* lives in the country, shall be my guest.

It was sure to be *him* that was called upon.

Who flatters is of all mankind the lowest save *he* who courts the flattery.

Sooner trust the wind with feathers than *she* with anything.

I am better acquainted with the country than *her*.

Thou only have I chosen.

Thee must have left earlier than *me*.

I can write as well as *thee*.

None knew better than *him*.

We met your uncle, *he* that lives in New York.

He often speaks to *we* girls.

Us boys shall have our picnic next week.

They like *thou* better than *me*.

It could not have been *her*.

Whom did he think you were?

Are not John and *thee* cousins?

I that speak to *thou* am *him*.

Her being called for testimony, we all left the room.

The candy was all given to *we* girls.

I know not *whom* it was *who* did it.

Her and *me* are of the same age.

Who shall we send on this errand but *he*?

Let *he* and *I* avoid such company.

Them that seek wisdom shall be wise.

(Continued on folio 176.)

The National Shorthand Reporters' Association Buffalo, 1901.

THE Committee of Arrangements have been working steadily on the program for the Buffalo Convention, August 19-24. While many details remain to be arranged, the principal features of the program have been planned and decided upon.

There is to be something to interest, amuse, or instruct each stenographer who may attend, whether he (or she) be reporter, teacher, amanuensis, or student, or one who uses shorthand simply as a useful accomplishment—and there are many such.

The New York, New England, and other associations probably, will hold their own distinctive sessions during the week, and the interesting programs which have been carried through by them in former years may perhaps serve as a criterion of what may be expected from them at Buffalo. Doubtless anyone who attends will feel well repaid by what may be heard and enjoyed at either of these meetings.

It is in the national meeting, however, that the most widespread interest will naturally be felt, and a treat is assured to all present.

To the earnest worker for the "good of the cause," the business sessions of the Executive Committee and the Convention, in which what has been done in the past will be reviewed, and plans for the future discussed and evolved, will be of prime interest and importance, and it is planned to give ample time for reasonable discussion of all suggestions.

To avoid the possibility of the sessions becoming tedious to those who attend as guests or visitors, a judiciously prepared sprinkling of suitable essays, addresses, etc., will be scattered through the sessions, while the special features will probably be given at specially appointed times or short evening sessions.

It may be briefly said of the general program that the best writers and speakers of our profession will participate, and all sections of the country will be represented.

For special features the Committee have been fortunate in securing what must prove attractive to all.

The reporter will be interested in the practical demonstration by Clarence E. Walker, of Goebel assassination trials fame, of the practical workings of the phonograph and graphophone in the reporter's office, for the speedy transcription of notes, where "daily copy" is required. Mr. Walker will bring his whole outfit, operators and all, to the Convention, install his machines exactly as they are to-day in use in reporting the Alabama State Constitutional Convention, and by taking a "turn" in some of the Buffalo courts, part of the Convention program, etc., show conclusively "how to do it."

The amanuensis or teacher will be delighted by Prof. N. P. Heffley's fine lecture on the history of shorthand, magnificently illustrated by stereopticon views.

The student of shorthand literature and bibliography will be well repaid by an inspection of the choicest collection of shorthand books, manuscripts, etc., that can be culled from the libraries of the four leading collectors of this country. Quaint old seventeenth century publications will be displayed side by side with the fruits of the early Pitmanic propaganda in this country and England, and curious old manuscripts written by our forefathers even within the life of some of the Mayflower's gallant voyagers, will share the attention of the curious with the work of ingenious fingers still living.

And a most interesting part of the program to all will undoubtedly be the "Question Box," or "Round Table," for which during each session all else will be suspended for a part of the time. This will consist of appropriate questions or topics concerning *anything* connected with our work, which any member or interested guest may select. These topics or questions will be sealed in envelopes, and placed in a box to be withdrawn one by one and opened for discussion. Members and guests will then be invited to participate in three minute discussions of the topics, and it is expected that great benefit and pleasure will be derived from this part of the program.

Topics and questions for this feature of the program are solicited by the committee *in advance* of the Convention and may be sent to the editor of the Phonographic Magazine, or to Charles Currier Beale, Court House, Boston, Mass.

Some of those who have been invited to take part in the program with essays, speeches, or papers, are Louis E. Schrader, West Virginia; Charles L. Morrison, Tennessee; W. N. Tiffany, Arizona; Richard A. Mabey, Minnesota; Miss F. A. Hoover, Missouri; H. C. Demming, Pa.; Fred Irland, Washington, D. C.; George C. Palmer, Georgia; Thomas I. Daniel, Michigan; George R. Bishop, New York; Francis H. Hemperly, Pa.; L. E. Bontz, California; Mrs. R. H. Kelly, Illinois; C. C. Herr, Illinois; J. D. Strachan, Indiana; O. C. Gaston, Iowa; E. H. Smith, Ohio, and others.

KENDRICK C. HILL,
Chairman (ex-officio),
CHARLES CURRIER BEALE,
PETER P. McLOUGHLIN,
JEROME B. HOWARD,
JAMES D. CAMPBELL,

Committee in Charge of Convention.

Prepared and submitted by Charles Currier Beale, Boston, Mass., who is a committee of one on program for the Buffalo 1901 Convention.



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Francis H. Hemperley, President and Editor.
John C. Dixon, Secretary and Treasurer.

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"The Stenographer" is published in the interest of the Shorthand and Typewriting profession of the country; and all men, all systems and all machines will receive equal recognition in its columns.

The columns of "The Stenographer" are always open to correspondents. We shall be glad to publish matters of interest to the profession in all its branches. Communications should be addressed to the Editor, who is not responsible for the opinions of correspondents.

"The Stenographer" is a progressive journal, and the publishers will appreciate suggestions of improvement in any of its departments.

Issued on the first of each month.

Subscription: United States, Canada and Mexico, \$1.00 a year; other places in Postal Union, \$1.25 a year.

Advertising Rates furnished on application.

MR. PATRICK J. SWEENEY is the head of the Manhattan Reporting Co., 150 Nassau St., New York. That is a very simple statement of a fact, but it means a great deal because Mr. Sweeney is one of the rising young men of this twentieth century generation, with "Honesty in Everything" as his motto and the energy of all the ages back of him. If you wish to learn shorthand, write to him. If you have brains he will help you to cultivate them. If you have not, he will tell you so and save your money for you. We wish there were more like him in business.

MR. KENDRICK C. HILL announces matter of interest in connection with the meeting of the National Association at Buffalo in August next.

Our acquaintance with Mr. Hill has convinced us that there are few more energetic, unselfish and self-sacrificing workers than he. With the aid of his asso-

ciates, over a dozen State branches, including upwards of 600 members, have been established. Of course, it will require hard work to keep up and develop the organization, but we feel inclined to say that there are few men in the country to-day who would have done more or better up to the present time than Kendrick C. Hill.

NATIONAL SHORTHAND REPORTERS' ASSOCIATION.

ANNUAL CONVENTION AT BUFFALO, N. Y.,
WEEK OF AUGUST 19TH-24TH.

Again I am sitting by the side of Nature's greatest work and wonder here below, and as I gaze upwards into its inspiring face it occurs to me that I am but an hour's ride away, on the electric cars, from man's greatest work and wonder—the 20th Century City of Light, the Buffalo Exposition.

I came to Buffalo on the 6th instant, to make hotel and convention hall arrangements for our annual meeting. My trip has been attended with the most gratifying measure of success, largely through the aid and influence of Mr. Charles H. Bailey, one of Buffalo's most prominent court reporters for many years. We eventually succeeded in securing the auditorium of the New York State building (a structure of marble,



costing \$200,000), on the Exposition grounds, right by the Elmwood entrance, for the week beginning August 19th, for the sessions of the National, New York, New England, Pennsylvania, Ohio, and other shorthand associations.

In the matter of hotel accommodations, we are to be even the more congratulated, having had reserved for us the entire Hotel Raleigh until July 15th, up to which

time members of the various associations and their friends may reserve rooms there without making a deposit, as is customary. This hotel is built of brown stone and brick, and is a commodious, well lighted, well ventilated, newly furnished house. Its location is A1, its appointments and equipments ditto. It is but a block away from the Main street cars, which run direct to the Elmwood Avenue entrance, (car fare 5 cents). The rates for rooms are:

Room with double-bed for one, \$3.00 per day.

Room with double-bed for two, \$3.00 per day.

Room with 2 double-beds for four, \$5.00 per day.

Room with 3 double-beds for six, \$6.00 per day.

The rooms with two and three double-beds are very large and the beds evidently very comfortable. The above prices of from \$1.00 to \$1.50 per day for each person, considering the excellent accommodations, are very reasonable, indeed, for August rates, when prices, as a rule, will at least be doubled.

A first-class cafe is maintained in connection with the hotel.

At the American Inn, on the Exposition grounds, tempting meals are served at reasonable prices. There are places on the grounds of which this could not be said.

The entire house, accommodating over 200, will be reserved until July 15th, as stated above, for the week (or longer) commencing August 18th. Further information will be given by addressing James D. Campbell, Secretary, Spartanburg, S. C., or the writer at Trenton, N. J. As no deposit is required, it costs nothing to reserve rooms now and I hope those who contemplate attending the Convention and the Exposition will promptly write for what they want to The Raleigh, 352 Franklin St., Buffalo, N. Y. If later on they find they cannot attend they will kindly write and cancel the same.

Great preparations are being made by the program committee, and a number of interesting innovations will be introduced.

Notice is now and hereby given to the members of the Executive and Legislative Committees and others interested, that the Executive Committee will meet promptly at 10 a. m., Monday, August 19th, sitting throughout the day. Its business, in matters of legislation, etc., is of the utmost importance, and it is hoped there will be a large attendance, as heretofore. To this end it is earnestly hoped that all members of the Executive Committee will endeavor to arrive at the Raleigh by Sunday.

At the convention it is also most earnestly hoped that all those attending the same WILL ATTEND THE SESSIONS,

participating in the same by lending their presence and their co-operation, and enjoy the pleasure and the profits of the great Exposition when a session closes, for which purpose ample time will be afforded.

Hoping to meet and greet you at the convention, the 20th Century City of Light and Niagara Falls, and that together we may greatly enjoy, as we surely will, this "triple alliance."

I am, my dear reader,

Yours sincerely,

KENDRICK C. HILL, President,
National Shorthand Reporters' Association,
Trenton, N. J.

Niagara Falls, June 10, 1901.



R. AUG. MENGELKAMP, 415 Hickory St., Scranton, Pa., has just issued a text-book of shorthand which is advertised elsewhere in THE STENOGRAPHER. It is the fourth copyright edition. The consonantal characters are written upon the slope of the ordinary hand-writing. The vowels may be joined without lifting the pen. The exercises are progressive and well adapted to self-instruction. There seems to be a growing demand for this style of shorthand—the light line script,—and this presentation of it is entitled to the favorable consideration of those who prefer it to the Pitmanic or geometrical systems. Mr. Mengelkamp has had much experience as a writer and teacher, and deserves the confidence of the public.

IN a letter just received by the editor from Mr. U. Grant Case, 18 Holborn Viaduct, E. C., London, England, the "New Century" representative in London, he says that he is getting comfortably settled in business, is happy, full of pleasant remembrances of the kind treatment of his many Philadelphia friends and hopes to see and hear from them as opportunity offers. Mr. Case will be sure to make a success of his London office and we commend him to all of our English cousins who wish to know a good fellow, a good business man, and the representative of a good machine.

Grammar Department.

(Continued from folio 172.)

Art *thee* *him* *whom* they say *thee* art?
From *he* that is needy, turn not away.
It rests with *thou* and *I* to decide.

It is your brother, *him* *whom* we
thought was *thee*.

Who should I see between *her* and *he*
but my brother!

All believed the guilty man to be *I*.
I have always wished to be *he*.

Thee helping, I know I can succeed.

There are few pupils better than *him*.

The hat belongs to John, *he* that works
in the garden.

I thought the approaching man to be
thou.

Had it been *her*, she would have told
we.

He that is idle, reprove sharply.

Mary often said that she longed to be
she *who* we visited to-day.

Father let *he* and *I* accompany her.

Let *he* be *whom* he may, he is not the
person *whom* he seems.

*Die Kaiserstenographie. Kurzer Lehr-
gang der Gabelsbergerschen Debatten-
schrift von Karl Hempel. Oldenburg,
(Germany) 1901.*

Those of our readers who use the Gabelsberger system for German reporting, will, no doubt, be interested in this text-book of the Reporting Style. The author, one of the most active representatives of the Gabelsberger school in Germany, who became known in this country through a paper presented at the World's Congress of Stenographers held in Chicago in 1893, calls his book "Die Kaiserstenographie," Imperial Stenography, because the Gabelsberger system is used by the official stenographer of the German Emperor, Dr. Max Weiss. Considering the character of the German language, the many long words, the rich inflection, etc., as well as the graphic character of the German shorthand systems, it is obvious that the Corresponding Style of the German system of shorthand is not short enough for practical purposes. The knowledge of the Reporting Style, at

least to a certain extent, is necessary even for the business stenographer. The Gabelsberger school possesses a number of text-books dealing in full with the Reporting Style, and on the other hand there are also books containing simply a theoretical exposition of the rules of contraction, but as yet only few books have been published which employ a happy medium and present the rules of contraction in such a manner as to enable the beginning practitioner who does not intend to become a professional reporter, to increase his speed considerably. Such a book is Mr. Hempel's. It deserves much praise, and we do not doubt that the student can use it to great advantage even without the assistance of a teacher.

R. T.

To My Teacher.

Dedicated to Prof. H. H. Johnson. (Copy-righted.)

O thou whose hapless eyes from thy nativity
Have never seen the light of heaven's glorious sun ;

For whom, by preternatural activity,

Four senses do imperfectly the work of one ;

Though all the beauty of the earth, of life
and art

To thee is like the fancy of some foreign
land,

Yet known to thee are pride of mind, the fire
of heart,

The rapture† of the ear, the cunning‡ of the
hand.

In learning's dark and labyrinthine ways
thy task

It is to guide the aimless feet of youth aright;
And thee doth many a lost and weary
traveler ask

For vision sure and hear thee say, "Receive
thy sight!"

† Primary and common signification, both.
‡ Primary signification.

W. W. STICKLEY.

Baltimore, Md., May 13, 1901.

(Professor Johnson is blind but writes well
on the typewriter.—Ed.)

THE STENOGRAPHER.

The History of Touch Typewriting.

THE History of Touch Typewriting reaches us with the compliments of Messrs. Wyckoff, Seamans & Benedict, 327 Broadway, New York City. It is a very handsomely illustrated presentation of the subject, referring especially to Mr. Frank E. McGurkin, as a noted Remington operator, the first expert to use a touch system in writing on the machine; to Mrs. M. V. Longley, as instructor of typewriting on the Remington, who was the first business educator to employ a "touch system" in the instruction of pupils and also the first to publish a manual on the subject; to Mr. Bates Torrey, another pioneer, to whom belongs the credit of first coining and giving currency to the word "touch" as applied to the system; to Mr. H. V. Rowell, manager of the Remington typewriter at Boston, Mass., who was the first typewriter man to see the future of the system and whose efforts first brought it into general use in the business schools. There are handsome half-tone cuts of these parties and also of others with accounts of the rapid work which have been done by noted experts. We would suggest that our readers drop a line to Messrs. Wyckoff, Seamans & Benedict, mentioning THE STENOGRAPHER, who we think will be glad to send a copy in reply to a request therefor.

On to Buffalo.

THE Stenographers of the country are under many obligations to the efficient officers of the National Shorthand Reporters' Association in making ample provision for their accommodation and entertainment at Buffalo, during the week of August 19th-24th. During this week a number of shorthand associations will hold their meetings in the New York State Building, which is at the service of the stenographers.

We desire, however, most particularly, to comment upon the enterprise displayed by the President of the National Association, Mr. Kendrick C. Hill, in having secured an option upon the entire resources of the Hotel Raleigh.

This option can be taken advantage of by the members of the profession by sending in their names and the accommodations they desire not later than July 15th. By doing this the rooms they wish will be secured for them without charge and held for their use during the week of the shorthand conventions. In view of the great demand, the prices named are very reasonable, and the entire hotel should be secured by the members of the profession who will gather there at that time.

THE editor of THE STENOGRAPHER has been honored by an invitation to deliver an address on one of the days of the meeting, and if it is possible for him to be present in Buffalo he will most gladly avail himself of the privilege and pleasure of making the acquaintance of many of the members of the profession who will gather there at that time.

WE regret the MUNSON DEPARTMENT reached us too late for insertion in this issue, but will appear as usual next month.

MISS MARIE BUSH, of Ft. Wayne, Ind., has accepted a position as stenographer in the Office of Attorney J. E. Graham.

MRS. ROSE PATRICK is filling the position of stenographer in the office of the Davidson Commission Co., Parsons, Kans.

FRANK W. WAKENFIELD has taken a position as stenographer at the chair manufactory of Nichols & Stone, at Gardner, Mass.

EAST SYRACUSE. Otto L. Daymarsh has received a position as stenographer and typewriter in the office of Trainmaster Hemingway at Syracuse, N. Y.

MISS ISABEL A. DEAN, who has been working for the Wheeler & Wilson Mfg. Co., of Boston, during the past year, has returned to Haverhill, Mass., to become stenographer for the firm of J. H. Winchell & Co.

SUPREME COURT Stenographer John E. Ketcham, Patchogue, N. Y., has been assigned to aid as the official stenographer at the trial and special terms of the Supreme Court to be held in Nassau Co. in September.

MISS AMANDA BARSANTEE, Miss Mary Lewis, Miss May Walker and Mr. Alexander McNutt are graduates from the Department of Stenography and Typewriting in the People's College of Kensington, Philadelphia, Pa.

MISS LILLIAN N. DEAN, has secured a position as stenographer with the Sawyer Boot & Shoe Co., Bangor, Me. Miss Sadie A. Sparks, of Brewer, Me., has secured a position as stenographer in the office of the Public Works Co., Bangor, Me.

MISS MAE HOPKINS, of Bouckville, N. Y., who recently finished her course of study at Utica Business College, has a position as stenographer in Ithaca.

W. H. MINIER is filling the position in the city clerk's office, Toledo, O., vacated by R. F. Schneider, who commences work on Monday as stenographer to the city auditor.

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Double " " " " " \$1.00 "

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J. L. PEER, Norwood, N. J.

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A BOOK FOR EACH SYSTEM.

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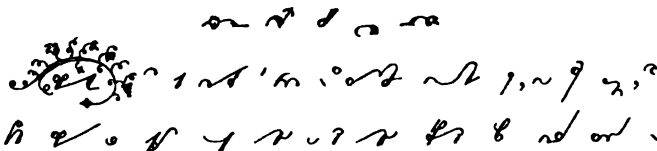
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VOLUME XVI.

PHILADELPHIA, AUGUST, 1901.

No. 8.

The Pennsylvania State Stenographers' Association.



THE Pennsylvania State Stenographers' Association have printed the Proceedings of their First Annual Convention, held at Harrisburg, August 8th, 1900. The officers are: President, Col. Henry C. Demming, Harrisburg, Pa.; Vice President, F. E. Pelton, Pittsburg, Pa.; Second Vice-President, William A. Shaw, Philadelphia, Pa.; Secretary-treasurer, Samuel B. Foight, Greensburg, Pa.; Librarian, J. Newton Rhoads, Reading, Pa.

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Mr. John M. Rhey, Official Stenographer, Carlisle, Pa.

Jos. F. Cummings, Official Stenographer, Sunbury, Pa.

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C. M. Morse, Official Stenographer, Beaver, Pa.

W. D. Coston, Official Stenographer, Scranton, Pa.

Charles T. Lemmon, Official Stenographer, Indiana, Pa.

Norman B. Dreher, Official Stenographer, 43d Jud. District, Stroudsburg, Pa.

The sessions of the Association were full of interest and many interesting speeches made and papers presented. Any reputable stenographer shall be eligible to membership under the rules: Official court or legislative stenographers or such as have been in the active practice of law or Legislative reporting for not less than three years are entitled to membership, general conditions being satisfactory. Other applicants shall be fairly tried as to speed in writing. If the applicant fail to write for five consecutive minutes, at the rate of 150 words per minute, matter never before written by him or her, and accurately transcribe the same, the applicant shall be rejected. If these preliminary tests be successfully passed, the applicant shall be fairly tried in actual reporting, and the result of such trial, including a specimen of the notes and transcript thereof, shall be submitted to not less than two other members of the committee.

If the provisions of the test have been satisfactorily complied with, the applicant shall be entitled to the privileges and benefits of membership, but shall not be fully admitted until he shall have received two-thirds of the votes of the members present at the next regular meeting of the Association.

The tests hereby specified may be waived in the case of a stenographer of well-known or sufficiently-vouched-for competency, of good moral character and business integrity, and upon the unanimous vote of the active members present at any regular meeting.

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Fifty-first Judicial District—Henry C. Demming, Court Stenographer, Harrisburg.

Fifty-second Judicial District—John Ruth, Court Stenographer, Lebanon.

Fifty-third Judicial District—A. D. Morne, Court Stenographer, New Castle.

Fifty-fourth Judicial District—Buell B. Whitehill, Court Stenographer, Brookville.

MISS LILLIE M. RIXTINE, has accepted a position as stenographer and typewriter at the Grand Hotel, Summit Mount, Catskill Mountains, New York.

MISS ENA DIKKE has accepted a position as stenographer in the law office of B. W. Preston, Oskaloosa, Iowa.

Court Test of Mind Reading.

SORT OF HEADS I WIN, TAILS YOU LOSE,
MIND READER GETTING THE WORST
OF IT ANYWAY.

SIMON ORENSTEIN of 199 Allen St., was a prisoner in the Essex Market police court yesterday charged with giving out hand-bills advertising him as a mind reader and astrologist.

"So you're a mind reader?" asked Magistrate Flammar.

"I am, sir," replied Orenstein, "I even knew this morning when I started out that I would be arrested."

"Well, if you are a mind reader," said the Magistrate, "tell me what disposition I am going to make of your case."

"I can see," said Orenstein, "that you are a man of high intelligence and merciful qualities. My mind tells me that you would not interfere with a poor man's livelihood. Your eyes blaze out to me that you are going to discharge me."

"Wrong," said the Magistrate, "you're no mind reader. You're an imposter. If you had predicted rightly I might have let you go. As it is I will fine you \$10."

"How could I beat that game?" remarked Orenstein, as he paid his fine. "If I'd hit it right I'd be fined anyway."—*The Sun*.

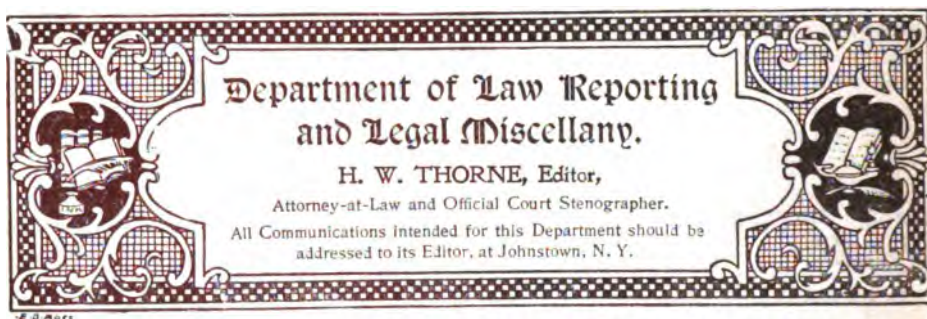
JUSTICE MACADAM of the Supreme Court, New York City, is a favorite of the stenographers in the Court House. On occasions when an official stenographer is not at hand the Justice will say to the lawyers:

"Proceed, gentlemen, I will take notes of the case."

"His record of the proceedings will have all the 'meat' in them," said an old-time stenographer. "The minutes taken by Justice MacAdam are often fully as valuable as the official record of the stenographers. They contain all the facts."

Attention! Stenographers.

MR. JAMES R. WHITE, stenographer to the Mayor of Buffalo will keep open house during the Pan-American season and will have accommodations for twenty-five guests at his residence No. 430 Swan Street, at very reasonable rates. Any one intending to visit Buffalo should write Mr. White and have him reserve accommodations.



The Venerable Law Stenographer.



WHILE we are frequently reminded that the number of stenographers has enormously increased within the past decade, yet seldom is attention pointedly directed to the fact that death, advancing age, retirement from active life and other causes are constantly thinning the ranks of law reporters and creating places in the profession for younger men and women. Reflection will bring to mind many such instances during the past year.

Twenty years ago, an elderly, practicing law stenographer was a rarity. Now, not a few, whose heads are hoary with the frosts of many winters, ply their vocation in court.

No matter how well these venerable practitioners execute their duties, their positions, once vacant are quickly filled; and, save an occasional reminiscence, their individuality is as readily forgotten. But that is the course of nature. (And is it unfortunate?) It is said that no man is so capable but that his equal (and, mayhap, his superior) will arise to fill his place.

To these pioneers in the profession, the younger element owes a debt of gratitude. Not only did they formulate and, largely, perfect existing methods of law reporting, but, by precept and painstaking example, passed on the knowledge thereof, to their confreres as the latter entered the reporting field. And in no better way can this obligation be discharged than by thorough educational and stenographic fitness of the individual stenographer to take up and carry on the work of his seniors as the latter forever cast it aside.

Dividing Stenographer's Fees.

REFERENCE reporting has developed the pernicious custom, in some places, of requiring the stenographer, as a condition of employment, to share his fees with the referee. The New York supreme court has wisely condemned this practice, and refused to confirm a referee's report in a case where such an agreement had been made. It is hoped that every law stenographer who receives information of that decision will be diligent in bringing it to the attention of judges, lawyers and especially referees, and give it his approval. Should a referee propose to a reporter such a vicious bargain, no better answer could be made than a reference to that decision, adding that such an arrangement (it should not be dignified by the term "agreement" or "contract") would render the referee's proceedings void and his report would be set aside. Isn't this a proper subject for a condemnatory resolution by the N. Y. S. S. A. at their annual meeting? The other State and the National associations might also with propriety, condemn the practice.



Notes.

MR. T. G. VANCE, of Chicago, an able shorthand reporter, and a very efficient and progressive instructor in stenography, was admitted to the bar of Illinois at the June term of the Supreme Court of that State, he having successfully passed the recent examination conducted by the State Board of Law Examiners. Mr. Vance pros-

ecuted his law studies in the Chicago College of Law, Law Department of Lake Forest University, from which institution he graduated in June, 1900, receiving the degree of Bachelor of Laws. He is a well read, conscientious and energetic young man and we predict for him a successful future.

MR. C. GIFFORD, stenographer, of 188 North Paulina St., Chicago, and a friend and reader of *THE STENOGRAPHER*, will accept thanks for recent favors.

THE vacation period is now with us, and I trust that each overworked amanuensis and reporter, if he has not had, many now have, a season of restful and recuperative enjoyment, and return from mountain, lake, or old Ocean's roar fully invigorated to cope with the realities of life.

RUEL E. SMITH, the well-known law stenographer of Bangor, Me., has been appointed one of the stenographers to the Spanish Claims commission. This is a first-class appointment.

THE salary of superior court stenographer Herbert M. Wilson, Worcester, Mass., has been definitely fixed at \$2000 per year. Heretofore the compensation has been per diem. I understand that at its last session the Massachusetts Legislature left the adjustment of salary of stenographers of that court with the judges.

EDWIN C. CLOYD, of 10 East 130th street, N. Y. City, has been appointed a court stenographer by the Board of City Magistrates, for the Courts of the First Division in accordance with the Civil Service laws, and rules, for a probationary term of three months from June 1.

BECAUSE the Philadelphia court stenographers would not supply city departments with transcripts free of charge, city solicitor Kinsey caused an amendment to the act creating court stenographers to be introduced in the legislature which would require them to do so. This in turn caused inquiry to be made into the bills of stenographers, which has brought forth the charge that not only are these gentlemen of the quill overpaid, but that they are "twice paid for the work performed." In support of this indictment, many misleading statements have been uttered, all pointing to the conclusion that the most onerous labor of the law reporter is

to continually wear a bland smile upon his classic countenance, and receive an income approximating the salary of Prest. Schwab of the Steel Trust.

CLARENCE E. WALKER, of Louisville, Ky., who reported all the trials growing out of the assassination of Senator Goebel, has been an official stenographer for 23 years.

By the way, how many times have you been asked: which is the best system of shorthand? Methinks, however, that this interrogatory is not as frequent as formerly.

H. W. THORNE.

Matanzas Mule in Marble.

London, July 1.—According to the *Daily News* there is to be exhibited in Madrid a marble sculpture by an Andalusian artist representing the noted Matanzas mule just after he had received his death wound from an American shell, on April 27, 1898. The sculptor obtained the dying expression by having a mule shot and instantly photographed.

It will be remembered that Matanzas was bombarded for half an hour by the monitor Puritan and the cruisers New York and Cincinnati, and the only damage reported was the death of one mule.

BLANCO'S MULE.

By W. W. STICKLEY.

(Recalled by the statue made by a Spanish sculptor of the mule that was killed in the bombardment of Matanzas.)

Oh, say, can you see with a Lick telescope
If that mule that was hitched in the fort is
still there?

No, even his ears now are gone, and the
slope
Of the rampart we shelled is deserted and
bare.

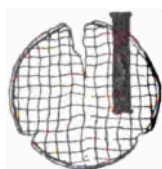
The mule stood on the parapet,
Whence all but him had fled;
Small news abroad to carry, yet
The cable says he's dead.

BLANCO:

Place me on Morro's rugged steep,
And when the shells begin to fly
You bet your neck I'll try to keep
From getting killed, though frankly I
Must say the castle's bound to fall,
And so—good-by to Spanish rule—
We'll raise a white flag on the wall
And signal Sampson, "Here's your mule!"



Dress--from a Man's Standpoint.



It is so seldom that we have an opportunity in this particular Department to give a man's views on any topic that we hail with pleasure the chance to place in our columns the

letter herewith from one of our masculine readers, whose name we should like to give, but which we are obliged to omit in the absence of his permission to use it:—

"The heading of the leading article in the Women's Department of *THE STENOGRAPHER*, has caught my attention, and I must say that I have read the article with interest. My only purpose in writing is to commend you for introducing such an article in your paper, because I believe more attention should be given to the matter of looks on the part of young ladies who want to secure positions as stenographers, teachers or in any other capacity."

"I am talking from the standpoint of a man who employs help of this kind, and who, because of his particular business, has many calls for teachers of stenography. In my judgment, mere beauty enters to a very limited extent into the selection of a stenographer, but, on the other hand, 'good looks' go a long way in securing a position. I make a sharp distinction between a beautiful girl and a good looking girl, and it seems unnecessary to point out the distinction. No one is insensible to an attractive, intelligent face, a becoming and suitable gown, and that general neatness of attire and person, which are all indicative of character. I have known many excellent stenographers who were unable to secure a position because of the bad impression they made through lack of personal attractiveness. I know of some

good teachers who have failed in securing positions for the same reason. I also know of those who have been employed in both capacities, largely because they presented a good appearance either in photograph or in person, whom I know to be of ordinary ability. So much for getting positions.

"As to holding positions, it is entirely a different matter, and depends to a large extent upon real ability, but the important thing after all to persons well qualified is to get a position; and I think you will be conferring a great favor upon your sisters in the profession if you will endeavor to impress them with the importance of cultivating all of the attractions of dress and manner of which they are capable, because this is a part of their stock in trade."

We shall be glad to hear from others on this subject, and thank now publicly the gentleman who has in the foregoing letter supplied us with what we know all will consider valuable information.

The Woman Who Acts as a Secretary.

THAT society leader, Mrs. Burton Harrison, recently stated in "The Saturday Evening Post":

"The post of secretary to busy women of the world is always eagerly sought for; and a variant of this occupation is addressing envelopes for balls, 'days,' and weddings; while readers to invalids and story-tellers for the nursery are a little army awaiting engagement. If I were asked what one quality, more than another, is necessary to make a business occupation worth pursuing, I should say originality in devising novelties. The fashionable world into whose mill the

grist is carried demands, before all things, something that has not been exhausted by predecessors. Next in *desiderata* are tact, good temper, a pleasant voice and that simplicity of demeanor which carries with it conviction of intent to do earnest work."



Notes from the Field.

Miss Frances L. Calveard, in the employ of the Western Union Telegraph Co., at Louisville, Ky., has patented an invention which is likely to bring her fame and fortune. It is a device for changing the ribbon on a typewriter without soiling one's fingers or clothing. She has been already offered \$10,000 for the patent, but has declined to sell. We wish her all sorts of good fortune with the product of her brain.

Miss Martha Snedeker of Jamaica, L. I., recently received an appointment as stenographer and typewriter in the architectural department of the Board of Education of Queen's Borough.

"Every girl—except the few for whom no 'want of pence' can ever arise and the many whose first duty is evidently at home—should, if possible, so fit herself that, should the day of need ever arise, she may be able to face the world without external help. Hard work? Yes, of course it means hard work. But in its train comes the priceless sense of freedom and independence."

Miss Blanche Varney of Easthampton, Mass., has been engaged as stenographer for Bassett & Shaw, attorneys, and has already entered upon her duties.

Miss Ada Millius, of Troy, N. Y., is holding a stenographic position in the office of Assistant District Attorney O'Brien.

Stenographers and maids-in-waiting are to be features on four new trains to be put into the Lake Shore & Michigan Southern's Chicago-New York service at an early date. They will be at the call of the passengers and their services will be free of charge. The stenographers will have their "offices" in the observation cars, and arrangements have been made whereby all letters written by them may be posted on the train. The maids will be expected to perform the duties of maids at home, assisting the women patrons as much as possible with toilet preparation and looking after their comfort in traveling.

Miss Annie Clough, stenographer with Cook, Everett & Pennell, wholesale druggists, at Portland, Me., recently entertained a party of eight of her friends at dinner in the red room of the Riverton Casino.

Miss Lena Rivers, of Ilion, N. Y., has accepted a desirable position as stenographer with a large mercantile firm in Hartford, Conn.

"Woman's under-development in all the warring centuries when, because of her physical inferiority, she became an appendage of the family, has laid foundation for the claim that she is lacking in judgment, self-reliance, concentration, persistence, and that she is unable to sink self and family and to take the broad view of the whole field,—all of which are qualities which are absolutely necessary for success. The law of compensation has not been in-operative in her case, it is true, and the combination of the latter-day qualities with her old-time virtues must make her a moral power in the solution of social problems."

We give the foregoing paragraph as a fair sample of much that is being written on the subject of women; there is more or less truth in the statements made, so far as the masses are concerned, as woman would have been a miraculous being, indeed, to have risen above all of the circumstances which kept her down through the ages; but, fortunately, as time goes on, better things are being evolved, and the very qualities which it is claimed have, in the masses been lacking, will be the pre-eminent and distinctive features of the rank and file of women.

Miss Harriett Milvourne, of Pittsfield, Mass., has been given the safe bought some time ago for the use of the district attorney, and which has not been utilized for some years, for the keeping of her records and note-books.

Mrs. Mamie C. Baker, stenographer in the United States Marshal's office, of Indianapolis, Ind., for four years, has been appointed private secretary to Congressman Overstreet, and will have full charge of his office in the Stevenson building during his absence in Europe.

Miss Bertha M. Myers, who has been promoted as chief stenographer and typewriter of the Banking Insurance Department, at a recent meeting of the Directors of the United Aid and Beneficial League of America, in Philadelphia, Pa., has the distinction of being the only young colored lady holding a similar responsible position north of the Mason and Dixon line. She is directly responsible for hundreds of dollars that pass under her supervision daily that aggregate several thousands in the course of a year.

IDA E. TURNER.

Department of Practical Grammar.

By PROF. JAMES F. WILLIS, 1427 Euclid Ave., Phila., Pa.

Instructor in Grammar, Rhetoric and Etymology.

Seven Points to be Observed in Using Adjectives.

1. In comparisons, do not exclude the word that indicates the comparison. The sentence, *Cope gave more money toward the railroad than any man*, is incorrect because the word is omitted that compares Cope a man to other men. The correct form should be, *Cope gave more money toward the railroad than any other man*.

2. In using superlative adjectives, the latter term should include the former. The sentence, *This snow is the deepest of any other we have had*, is incorrect because this snow is said to be the deepest of snows of which it is not a part: the correct form is, *This snow is the deepest of all we have had*, or, *This snow is deeper than any other snow we have had*.

Use comparatives between two things: use superlatives between three or more things. The sentence, *John is the brighter of the four sons*, and *Mary is the brightest of the two daughters*, is incorrect because the comparative *brighter* refers to four persons, and the superlative *brightest* refers to two persons: the correct form is, *John is the brightest of the four sons*, and *Mary is the brighter of the two daughters*.

4. Don't compare adjective that do not admit different degrees. The following sentences are incorrect because *right*, *square*, and *incomprehensible* are three adjectives that have not different degrees:

Your actions are *more right* than your brother's.

This box is *squarer* than that.

His remarks were *most incomprehensible*.

This and *that* modify singular nouns; *these* and *those* modify plural nouns; numeral adjectives denoting more than one require a plural noun, except these five words—*dozen*, *score*, *yoke*, *hundred*, *thousand*. Why are the following words in italics used incorrectly?

The water is six *fathom* deep.
Where did I drop *that* scissors?
He gave the poor man *an* alms.
I counted seven *hundreds*.
All *that* riches was ill got.
We heard all *these* news before.

6. To form a compound adjective, an adjective denoting more than one may be joined to a singular noun. The following sentences illustrate this use.

They are mowing the *forty-acre* field.
We shall build a *thirty-room* house.
He has bought this *twelve-story* building.

7. Avoid double comparatives and double superlatives. The following sentences are incorrect: *more cooler* being a double comparative, and *most tallest* a double superlative.

This evening is *more cooler* than any other evening this week.

Grenadiers were formerly the *most tallest* men in the army.

All the following sentences are incorrect. See which of the points is violated in each sentence, and then write the sentence correctly.

None fall so unpitied as those who raise themselves on the spoils of the public.

The boy bought six dozens of screws.

In deciding the fate of a child, mothers are the greatest of all other powers.

This was the most unkindest cut of all.

These kind of men can be found everywhere.

No class of men is so envied as those that are advanced suddenly.

I have lived two scores of years.

Russia is more extensive than any empire in the world.

The more contemplative a man is, the more happier he is.

Constancy is the most highest privilege of friendship.

Philip had the most powerful mind of all his Indian associates.

No men are so oft in the wrong as those who pretend to be always in the right.

You may make anything out of the passions of men but a political system that will work.

They sent four yoke of oxen.

The more simpler the diet is, the more well is the child.

The enlisted men number five hundreds.

Clemency adorns a king more than any man.

We intend to build a seven-foot fence.

I cannot find that snuffers.

Of all other wrongs, strictest law is often the greatest.

He has a sixteen-years old daughter.

Platinum is heavier than any metal.

Nothing is so difficult as the art of making advice agreeable.

Geography is the easiest of the two studies.

They make fifty set of harness each week.

The soldier is more mortally wounded than is his comrade.

He is less perfect than his brother.

No person is so improvident as he who neglects God and his own soul.

Of all other men, the powerful can be attacked with least safety.

I drove a five-horses tally-ho.

Hope is the most constant of all the other virtues.

There is no place so desirable as one's own fireside.

Israel loved Joseph more than all his children.

We shall ship five carload of fruit.

Space is more endless than anyone can imagine.

Irene was the most admired of all her associates in the temple.

There was no man whom the Spanish government hated as Raleigh.

I lost that pincers yesterday.

The farmer planted wheat in his seventy-acres field.

No endowments are greater than virtue and wisdom.

Nothing deepens the mind so much as the habit of charity.

He has a most immense information.

No vice seems more dishonorable among men than drunkenness.

Nothing is so forced and constrained as what we meet in tragedies.

Contempt of riches is often the most shortest road to riches.

Revenge seemed to him, of all other words, the most inhuman.

What was the height of those gallows which Haman erected?

John is the best runner of the two.

There is no gain so certain as that which arises from sparing what you have.

There are no persons he likes so well as children.

The years of a man are three-scores-and-ten.

He writes a most meaningless letter.

Of all other men, I should have suspected him least.

This is a more circular box than what I have.

This man gave him the best advice of all the preceding.

James is the richer of the three.

Nothing is so important as to close life well.

Coal is more abundant in this state than any mineral.

Bacon's Essay on Study contains more closely-packed thought than any English composition.

Self-neglecting is a more greater sin than self-love.

Of all the other principles of human satisfaction, employment is the greatest.

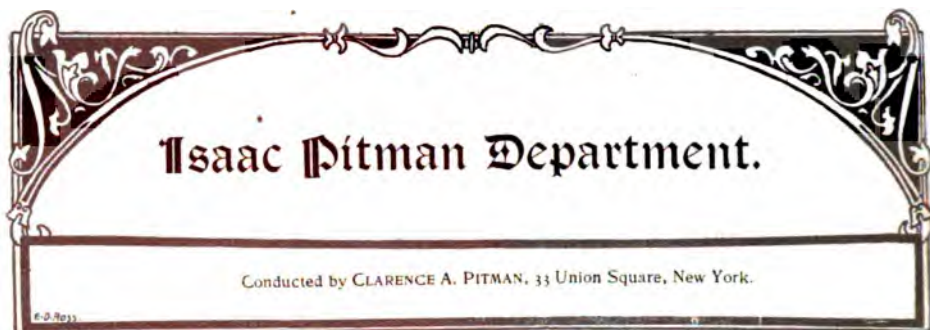
None seem so greedy and hardfisted as the childless.

Nothing shows as great depravity of the understanding as to delight in the show when the reality is wanting.

Nothing is so advantageous as mildness and a forgiving spirit.

Munson Correspondent Wanted.

A SUBSCRIBER to THE STENOGRAPHER wishes to correspond with a writer of Munson Phonography, address J. C. Black, P. O. Box 18, Franklin, Pa. In writing to the Editor our correspondent says, "It is my desire to correspond in 'Munson' as I not only wish to profit by the opinions and experience of a fellow-worker, but in the end, to become an expert in the truest sense of the word, for which a perfect understanding of one's profession is *the* essential."



SINCE last reported, the Certificate of Proficiency for teachers of the Isaac Pitman Phonography in the United States and Canada, has been awarded to the following successful candidates: Mrs. A. W. Young, Monheal, Can., and Mr. N. J. Meagher, Waterbourn, Wis. This diploma, the examination for which is based on a knowledge of the system as presented in the Isaac Pitman "Complete Phonographic Instructor," will be found very valuable in the hands of teachers of this system. It is issued only by Messrs. Isaac Pitman & Sons, 33 Union Square, New York.

PROF. P. B. S. PETERS, Director Bus. Dep't Manual Training High School, Kansas City, Mo., writes: "When the Manual Training High School was established, shorthand was added to the course of study as an experiment, but the results achieved have been more than satisfactory, and what was an experiment is now a fixed feature. The interest in the subject since introducing the Isaac Pitman system is increasing from year to year, and the capacity for accommodating the growing demand is being severely taxed. Since the adoption of the "Complete Instructor" the progress and interest have increased at least forty per cent."

THE Isaac Pitman shorthand has been introduced into the commercial course of the Boyonne (N. J.) High School, displacing the Pernin Light-Line system.

AN Isaac Pitman speed certificate for two hundred words per minute with Silver Medal has recently been awarded to Mr. Geo. E. Pearson of Sunderland, England. It is interesting to note that these certificates are given under the most stringent tests and are for ten minutes' continuous writing from new matter. Other certificates have already been issued in the Isaac Pitman system under the above conditions for 210, 220, 230, 240, and 250 words per minute, particulars of which will be found in a recent issue of "Pitman's Shorthand and Typewriting Year Book."

Key to

Isaac Pitman Shorthand.

Reprinted from Pitman's 20th Century Dictation Book.

THE JONES PUBLISHING CO.,

Trenton, N. J.

GENTLEMEN: There are three points in regard to "Current Literature" that are worthy of the consideration of every prudent advertiser:

1. Its subscription price is \$3.00 per year, and consequently its circulation is confined to the intelligent and well-to-do.

2. Many improvements have been made in the magazine during 1899. More will be made during 1900. Its circulation is growing. It is confidently believed that the average circulation of 40,000 for 1899 will be fifty per cent. larger for the twelve months of 1900.

3. Its advertising rate is \$70 per page, or 20 cents per agate line—a lower rate, line for line, than offered by any of even the ten cent magazines.

We enclose you an estimate of your advertisement which is appearing elsewhere, and hope you will give the matter consideration. Order and copy should reach us by September 14, for October issue.

Very truly yours. (155)

* * *

MESSRS. JONES & Co.,

St. Louis, Mo.

GENTLEMEN: We desire to express to you our entire satisfaction with the results obtained from our advertisement in your paper, on the Standard Dipless Tea Coffee Strainer.

We will be frank in stating that when solicited for this advertisement in your publication, we had grave doubts as to its being a proper or paying medium for a household article of this nature, supposing your journal to be published more in the interest of mechanical science and manufacture, thereby failing to reach the class of people who would have a use for our article, but returns received soon eliminated all such prejudices.

We would state to you that during the first month, we received inquiries from Scotland, Hamburg, Antwerp, and India, stating they saw our advertisement in your magazine.

Results from these inquiries have brought us a satisfactory foreign business. The local results from this advertisement have also been very satisfactory.

Yours very respectfully, (161)

THE STENOGRAPHER.

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ISAAC PITMAN SHORTHAND.

Business Letters from Pitman's Twentieth Century Dictation Book
and Legal Forms.

8 TWENTIETH CENTURY BUSINESS DICTATION BOOK.

THE JONES PUBLISHING CO., N. J. x

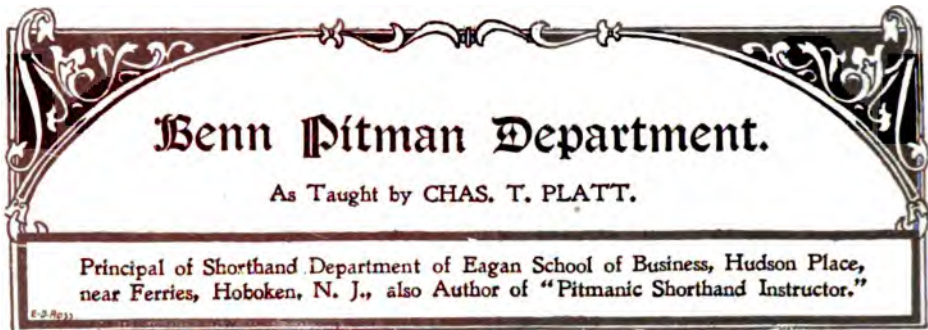
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JONES & Co., Mo. x

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Schools and others, desiring the services of experienced shorthand teachers, will please apply to Teachers' Bureau Department, Isaac Pitman & Sons, 33 Union Square, New York.

THE STENOGRAPHER.



Toast--"Why Does A Hen Lay An Egg?"

(Continued from July number.)

—her life with joy will be her reward for discharging creditably the single duties that each day confront her.

Finally, my friends, *egg, egg!* Why does a hen lay an *egg*? Why doesn't she lay the cornerstone of a church? Why doesn't she lay the plan of a political campaign? Because, my friends, the egg embodies the practical uses and purposes of life. The egg can be used as food, it can be given back to the hen or the incubator and made to continue hen life, or, if it has outlived either purpose, it can be used in its old age to discourage inferior dramatic talent. It contains chemically all the ingredients necessary to sustain life, and even its white exterior symbolizes the chronic, agonizing wail of the church, "Shell out!"

"O, sage, so renowned for your wisdom,

This boon I most humbly would beg,

O, why, great descendant of Plato,

O, why, does a hen lay an egg?"

And the sage, after pondering deeply,

Made answer, "My unthinking friend,

The reason a hen lays an egg, sir,

Is because she can't stand it on end."



The TOO LITTLE and the TOO MUCH.

These Are the Banes of Human Life.

THERE is a quotation from a very wise person called Aristotle.

This Greek philosopher was the teacher of Alexander the Great, and incidentally he has been the teacher of millions of

men since he began to talk philosophy, more than twenty centuries ago:

"First of all, we must observe that in all these matters of human action the too little and the too much are alike ruinous, as we can see (to illustrate the spiritual by the natural) in the case of strength and health. Too much and too little exercise alike impair the strength, and too much meat and drink and too little both alike destroy the health, but the fitting amount produces and preserves them. * * * So, too, the man who takes his fill of every pleasure and abstains from none becomes a profligate; while he who shuns all becomes a stolid and insusceptible 'hayseed.'"

The next time you fall into a philosophical mood, and begin reviewing the causes of your troubles, see if you can't find some useful suggestion in the common-sense statement of Aristotle we give to-day.

How about the "too much" of one thing and "to little" of another?

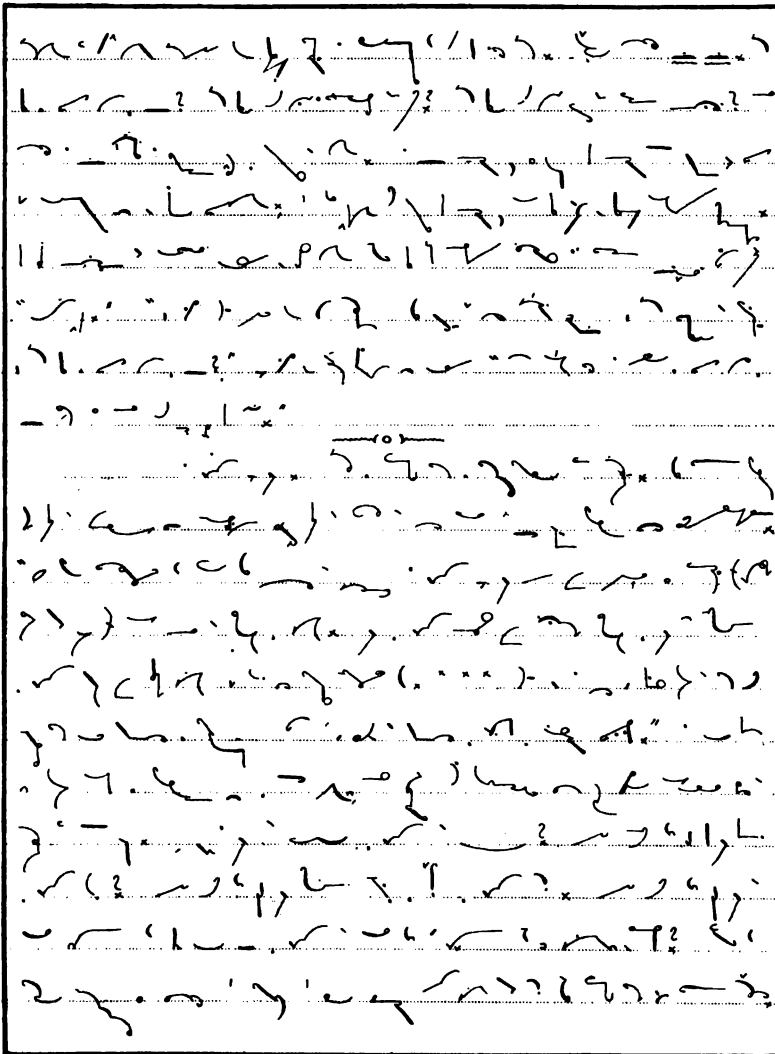
Are you quite sure that you don't do too much talking and too little thinking?

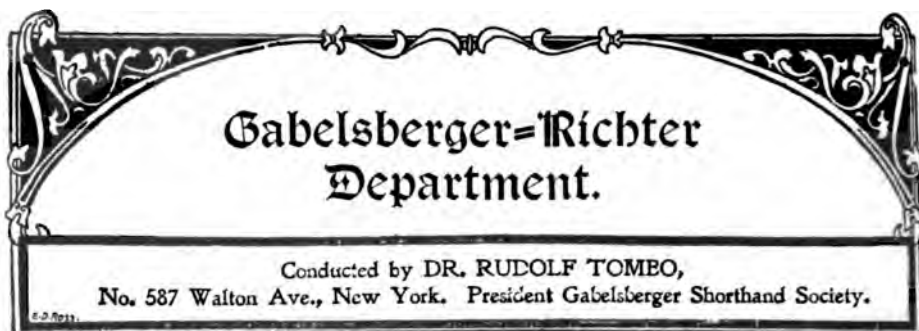
Are you sure that you don't do too much drinking and playing and idling, and to little reading?

Are you sure that you don't do too much of things you like that do you no good, and to little of things that you ought to like, and that would help you to succeed?

We believe that every one of our readers has some friend or brother or son who can be really helped by the reading of this quotation from the old Greek wise man.—*N. Y. Journal Editorial.*

BENN PITMAN SHORTHAND AS TAUGHT BY CHAS. T. PLATT.





NOTE.—The pamphlet, "The New Era of Phonography," as well as the circular, "A Practical Lesson in Graphic Shorthand" explain the general principles of Gabelsberger system. I shall be pleased to furnish these publications free of charge to any reader of THE STENOGRAPHER who wishes to form an idea of the system.—*Dr. R. Tombo.*

Corresponding Style.

GENTLEMEN: During the past eleven years it has been my duty and pleasure to put before you in the most convincing and seductive way possible the advantages to be derived from advertising in "The Book-keeper." I have endeavored to base my claims upon reason, and to state them as temperately as circumstances and my own condition of health would permit. Perhaps I have succeeded—I trust so.

Now, however, I have no claim to make; no theories to advance; no reason "why" to offer. I have only to submit to you the evidence of those of my advertisers who have used "The Book-Keeper" during the past several years, and testimony of their actual experiences. I submit it all to you without argument.

I believe there is nothing more for me to add except to express in advance the pleasure it would afford me to receive your early acknowledgment of the testimony. I might also add that, if you are not already an advertiser in "The Book-Keeper," it would afford me great pleasure to—but that is another story.

Yours truly, (191)



Reporting Style.

Extract from an address of George William Curtis, made before the Alumni of Brown University at a Banquet in New York in the Winter of 1890.

"But to-day we require of the college that it shall equip and thoroughly train American citizens. We demand that the head of a col-

lege shall not only be a student, shall not be only a scholar, but that he shall be a man of affairs, a man of tact; a man fully alive with the modern spirit and the best spirit of his own time; catholic sympathy; of not only a knowledge of men, but especially knowledge of that myriad-mind and that strange and subtle nature which the young man possesses; and that upon all occasions and everywhere he shall fitly and with dignity represent the greatest force in all civilized society—the force of trained intellectual and moral power.

"When I say that the American college is now required to train American citizens, I do not mean that it is to abdicate its highest possible function, which is not to impart knowledge—not to impart knowledge, gentlemen—but to stimulate that intellectual and moral power of which I speak. It is a poor education, believe me, that gives us accuracy in grammar instead of a love of letters; that leaves us masters of the integral calculus and slaves of sordid spirit and mean ambition. When I say that it is to train Americans, I mean not only that it is to be a gnome of the earth, but also a good genius of the higher sphere. With one hand it shall lead the young American to the secrets of material skill; it shall equip him to enter into the fullest trade with all the world; but with the other it shall lead him to lofty thought and to commerce with the skies.

"The college shall teach him the secret and methods of material success; but above it all, it shall admonish him that man does not live on bread alone, and that the things which are eternal are unseen. The gardens of Sicily, said Lowell to the assembled host of Harvard on her two hundred and fiftieth anniversary—the gardens of Sicily are empty now, but the bees from every clime still fetch honey from the tiny garden plots of Theocritus. That is the honey which is stored in the college cell—the love of beauty, of goodness, the love of truth, the preference for the spiritual to the material, the unconquerable conviction that the greatest glory of a nation is not great riches, but noble men."

For the text-book (price \$1.00) and exercise books (price 15c. each) apply to the International News Company, 83 Duane Street, N. Y.

Corresponding Style. 8. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100. 101. 102. 103. 104. 105. 106. 107. 108. 109. 110. 111. 112. 113. 114. 115. 116. 117. 118. 119. 120. 121. 122. 123. 124. 125. 126. 127. 128. 129. 130. 131. 132. 133. 134. 135. 136. 137. 138. 139. 140. 141. 142. 143. 144. 145. 146. 147. 148. 149. 150. 151. 152. 153. 154. 155. 156. 157. 158. 159. 160. 161. 162. 163. 164. 165. 166. 167. 168. 169. 170. 171. 172. 173. 174. 175. 176. 177. 178. 179. 180. 181. 182. 183. 184. 185. 186. 187. 188. 189. 190. 191. 192. 193. 194. 195. 196. 197. 198. 199. 200. 201. 202. 203. 204. 205. 206. 207. 208. 209. 210. 211. 212. 213. 214. 215. 216. 217. 218. 219. 220. 221. 222. 223. 224. 225. 226. 227. 228. 229. 230. 231. 232. 233. 234. 235. 236. 237. 238. 239. 240. 241. 242. 243. 244. 245. 246. 247. 248. 249. 250. 251. 252. 253. 254. 255. 256. 257. 258. 259. 260. 261. 262. 263. 264. 265. 266. 267. 268. 269. 270. 271. 272. 273. 274. 275. 276. 277. 278. 279. 280. 281. 282. 283. 284. 285. 286. 287. 288. 289. 290. 291. 292. 293. 294. 295. 296. 297. 298. 299. 300. 301. 302. 303. 304. 305. 306. 307. 308. 309. 310. 311. 312. 313. 314. 315. 316. 317. 318. 319. 320. 321. 322. 323. 324. 325. 326. 327. 328. 329. 330. 331. 332. 333. 334. 335. 336. 337. 338. 339. 340. 341. 342. 343. 344. 345. 346. 347. 348. 349. 350. 351. 352. 353. 354. 355. 356. 357. 358. 359. 360. 361. 362. 363. 364. 365. 366. 367. 368. 369. 370. 371. 372. 373. 374. 375. 376. 377. 378. 379. 380. 381. 382. 383. 384. 385. 386. 387. 388. 389. 390. 391. 392. 393. 394. 395. 396. 397. 398. 399. 400. 401. 402. 403. 404. 405. 406. 407. 408. 409. 410. 411. 412. 413. 414. 415. 416. 417. 418. 419. 420. 421. 422. 423. 424. 425. 426. 427. 428. 429. 430. 431. 432. 433. 434. 435. 436. 437. 438. 439. 440. 441. 442. 443. 444. 445. 446. 447. 448. 449. 450. 451. 452. 453. 454. 455. 456. 457. 458. 459. 460. 461. 462. 463. 464. 465. 466. 467. 468. 469. 470. 471. 472. 473. 474. 475. 476. 477. 478. 479. 480. 481. 482. 483. 484. 485. 486. 487. 488. 489. 490. 491. 492. 493. 494. 495. 496. 497. 498. 499. 500. 501. 502. 503. 504. 505. 506. 507. 508. 509. 510. 511. 512. 513. 514. 515. 516. 517. 518. 519. 520. 521. 522. 523. 524. 525. 526. 527. 528. 529. 530. 531. 532. 533. 534. 535. 536. 537. 538. 539. 540. 541. 542. 543. 544. 545. 546. 547. 548. 549. 550. 551. 552. 553. 554. 555. 556. 557. 558. 559. 560. 561. 562. 563. 564. 565. 566. 567. 568. 569. 570. 571. 572. 573. 574. 575. 576. 577. 578. 579. 580. 581. 582. 583. 584. 585. 586. 587. 588. 589. 590. 591. 592. 593. 594. 595. 596. 597. 598. 599. 600. 601. 602. 603. 604. 605. 606. 607. 608. 609. 610. 611. 612. 613. 614. 615. 616. 617. 618. 619. 620. 621. 622. 623. 624. 625. 626. 627. 628. 629. 630. 631. 632. 633. 634. 635. 636. 637. 638. 639. 640. 641. 642. 643. 644. 645. 646. 647. 648. 649. 650. 651. 652. 653. 654. 655. 656. 657. 658. 659. 660. 661. 662. 663. 664. 665. 666. 667. 668. 669. 670. 671. 672. 673. 674. 675. 676. 677. 678. 679. 680. 681. 682. 683. 684. 685. 686. 687. 688. 689. 690. 691. 692. 693. 694. 695. 696. 697. 698. 699. 700. 701. 702. 703. 704. 705. 706. 707. 708. 709. 710. 711. 712. 713. 714. 715. 716. 717. 718. 719. 720. 721. 722. 723. 724. 725. 726. 727. 728. 729. 730. 731. 732. 733. 734. 735. 736. 737. 738. 739. 740. 741. 742. 743. 744. 745. 746. 747. 748. 749. 750. 751. 752. 753. 754. 755. 756. 757. 758. 759. 760. 761. 762. 763. 764. 765. 766. 767. 768. 769. 770. 771. 772. 773. 774. 775. 776. 777. 778. 779. 780. 781. 782. 783. 784. 785. 786. 787. 788. 789. 790. 791. 792. 793. 794. 795. 796. 797. 798. 799. 800. 801. 802. 803. 804. 805. 806. 807. 808. 809. 810. 811. 812. 813. 814. 815. 816. 817. 818. 819. 820. 821. 822. 823. 824. 825. 826. 827. 828. 829. 830. 831. 832. 833. 834. 835. 836. 837. 838. 839. 840. 841. 842. 843. 844. 845.

Osgoodby Department.

Conducted by W. W. OSGOODBY, Rochester, N. Y.

Thirty-eight Years Official Stenographer New York Supreme Court;
Ex-President N. Y. S. S. A.; Author, Phonetic Shorthand.


Julius Caesar.

JULIUS CAESAR was one of the greatest men who ever lived. He was a great soldier, a great writer and above all, a great organizer, for the things which he established lived. What other man has made his personal influence felt after two thousand years? This would not be the month of July if he had not been born in it. The calendar which he straightened out we are using now, with a slight modification, and it is owing to him that we begin the year on January 1st, and not at any time that might be convenient in the spring. The Czar of all the Russias, which he never saw, and the Kaiser of the Germans, whom he whipped, are called by his name. He was remarkable in his coming into the world—the doctors still call the operation caesarean—and his taking off has served as an example for political assassins ever since. Whether Caesar or Hannibal or Napoleon was the greater general, will ever be a subject for academic discussion. Of Caesar's greatness as a general and as a soldier there is no doubt, however, and the conquests he made remained. Gaul did not have to be conquered again and the boundary he set at the Rhine continued as the Roman boundary till the empire fell. And as he wielded the sword, so he wielded the pen. Since it first became necessary to learn Latin as a foreign tongue, Caesar's Commentaries have been put before erudescient youth. His bridge

over the Rhine, like the pons asinorum, has been a bond of union and of sympathy to strugglers for the university from Moscow to San Francisco. However little Latin they acquired, they did learn from him clearness, directness and virility.

But it was as an organizer that Caesar showed his genius. Mommsen describes the wonderful political machine he put together in Rome, something to which the modern analogues are toys. It was that as much as the force of arms that gave him supremacy in politics and enabled him to transmit it to his nephew. He managed to put a new life into the crumbling Roman state, despite the opposition of the Catos and the Ciceros, and devised the system which, under Augustus and his successors, was, to maintain the civilized world in peace and prosperity for a far longer period than it had ever known or was ever to know. Fragments of that system in official forms, in methods of taxation, are to be found still in Latin countries.

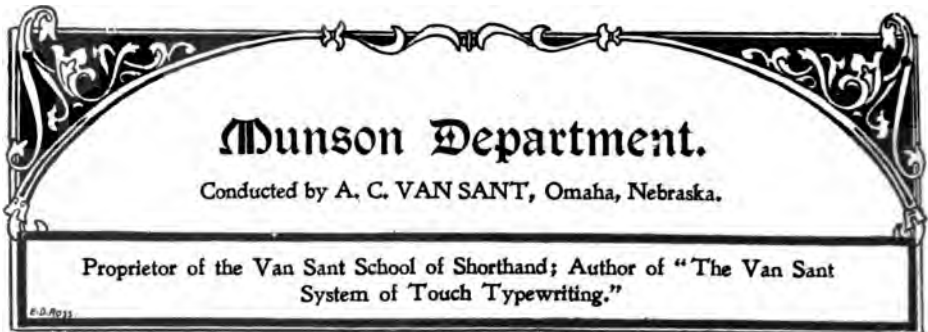
It was he who made the Rome that all Christendom looked back to even in the days of Napoleon—the Rome that floats before Kaiser Wilhelm's eyes to-day. He left his mark on the world and made it different from what it would have been without him. And it is two thousand years since he was born. What name of modern history will exercise an influence like his two thousand years hence?

 Osgoodby's *Phonetic Shorthand Manual*, \$1.25; *Speed-book (without key)*, \$1.00; *Compendium, for the vest-pocket*, 50c; *Word-Book*, \$1.50; *The Great Moon Hoax (engraved shorthand)* \$1.25. For sale by *The Stenographer Printing and Publishing Co.*,
408 Drexel Building, Philadelphia, Pa.

OSGOODBY SHORTHAND.

OSGOODBY'S PHONETIC SHORTHAND.

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Fishery Rights.

THE act which forbids during a certain part of the year catching fish with a seine "in or upon any of the rivers, creeks, streams, ponds, lakes, sloughs, bayous, or other water courses" of the state, applies to a lake near an unnavigable river, which is only connected with the lake during periods of high water for a few days or weeks at a time, although the seine fishing done in such lake is done with the permission of the owner of the land under and on all sides of the lake.—Syl.

The power to protect and preserve the fish in the waters of the state would be practically nugatory, if, as is contended, it was confined to streams and watercourses, and was excluded in case of all bodies of waters which were so far subject to private ownership that the owners would have a right to drain them or fill them up, and thus destroy them as bodies of water. It is well known that lakes, ponds, sloughs, and bayous, many, if not most, of which are thus subject to private ownership, are the very places which are most sought by the various species of migratory fish for the purpose of depositing their spawn, and which are therefore of the highest importance in the propagation and multiplication of those varieties of fish. If the power of the legislature to make provision for the protection and preservation of fish depended upon the existence of some other right, like that of navigation, or of some private easement, such as usually belongs to riparian proprietors, a different conclusion might follow. But we do not understand that to be the case. The power, where it exists, rests upon other grounds. It is because of the great importance of fish as an article of human food that their protection and preservation has been regarded as a matter of public concern, and it is upon that ground that legislatures have assumed the right to interpose their authority by way of preventing any undue or improper hindrance in the way of their natural increase and of prohibiting the use of improper means for their extermination. * * *

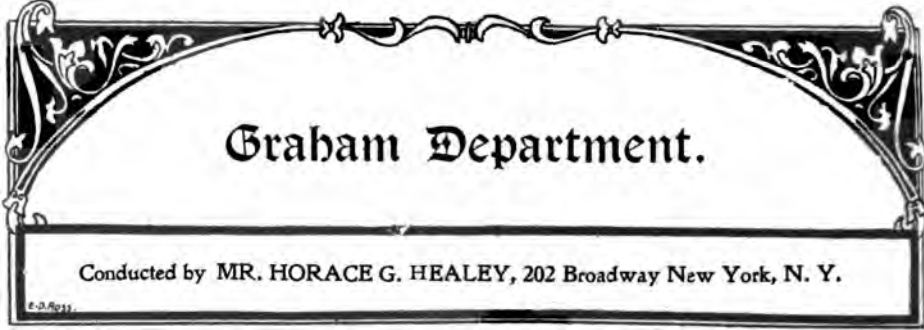
While said body of water has no continuous connection with the river situated but a few yards away, such connection is established during all periods of high water, and continues for a sufficient length of time to allow fish to pass into it, or the fish in the lake to escape therefrom. During such periods of high water, which occur once or twice, if not oftener, every year, and continue sometimes for several weeks, said lake, so far as the passage of fish to and from it is concerned, becomes for all practicable purposes, a part of the river. During these periods, as we may presume, migratory fish, passing up the river in search of proper places for depositing their spawn, are liable, for such purpose, to pass into this as into other bayous where the waters are quiet, but with this difference: that while, in case of ordinary bayous which maintain their connection with the stream, the fish, after accomplishing their purpose, are at liberty to leave and go elsewhere, here by the receding of the water, their exit is for the time being cut off, and they, as well as their progeny, are compelled to remain. As soon, however, as another flood occurs,—a thing which may happen at any season of the year—the fish thus impounded are at liberty to escape, and if they do so any qualified property the owner of the lake may have in them is at once devested. * * *

Laws regulating the exercise of fishery rights stand, so far as the questions now under consideration are concerned, upon substantially the same footing with ordinary game laws, and we think the rule will not be questioned that a general statute regulating the killing of game, or restricting the right to kill it, to certain portions of the year, apply as well to the game which a particular landowner may chance to find on his own premises as to that which may be found on the land of others, or upon lands belonging to the public. Precisely the same considerations of public policy prevail in the one case as in the other.—*People of Illinois v. Bridges*, 31 *Northeastern Reporter*, 114.

MUNSON SHORTHAND.

Fishery Rights

The following is a sample of Munson Shorthand for the title "Fishery Rights". The text is written in a cursive shorthand style on a set of three horizontal lines (top, middle, and bottom). The characters are formed by various strokes, including loops, curves, and straight lines, which are interpreted as letters and syllables. The text is organized into several lines, with some lines starting with a dash or a specific symbol. The overall appearance is that of a handwritten document or a sample of shorthand writing.



GRAHAM writers and teachers will all be interested in the new book of business letters which has just come from the press of A. J. Graham & Co. This new volume is uniform in size with the other Graham publications, ninety pages, bound in cloth, and is accompanied by longhand key. The letters have been carefully selected, and edited, embracing the following subjects: chairs, iron, paper-boards, yarns, marine and electrical construction. A sufficient number of letters is given to acquaint one with the technical language common to each branch of business. The phonography is of the simple Reporting Style, and is a little more advanced than the first of the series.

THERE will be a big time in St. Louis next holiday week. The shorthand teachers are waiting anxiously for the time to come. The program now preparing promises to be of unusual interest. There is some talk, too, about "records" and "tests" both in typewriting and shorthand. Anyone who has a suggestion to make regarding the coming meeting should not hesitate to write the editor of this department.

HAVE word from one writer who can make figures "to beat the band," but is held up on shorthand. Judging him by his outlines, he is a wonder, and when he gets the subject *learned* his figures will be slow.

SEVERAL have sent the writer specimens of their figure work. Now, if enough will send in tests of their work, it might be possible to arrange with Mr. Hemperley to publish the best. Make the tests at least five minutes long. This exercise is a good muscle developer. Send specimens to the address at top of this page.

KEY TO GREAT MODERN PRESSES.

—R. Hoe & Co. set to work to study this problem in a comprehensive manner and to solve the difficulties in the way of attaining much higher speed than had ever before been attempted. Expert mechanics were set to work on different phases of the problem. Time, money, and effort were expended without stint in the study of existing models, in erecting experimental machines, and in trying all manner of devices suggested to meet the requirements of the situation.

The difficulties were not wholly of a mechanical nature. One was in the set-off of the first side of the sheet printed. This was avoided by the co-operation of the ink makers, who were induced to devise special, rapid-drying inks. Another drawback was in obtaining paper in the roll of uniform perfection and strength. The paper makers were led to make a study of producing large rolls of paper meeting these requirements. They solved the problem of finding a strong and cheap paper such as could be afforded by the daily press. While these improvements were being wrought out, the press manufacturers were working on the problem of a rapid severance of the sheets after printing and the accurate delivery of the printed papers. The most important device relating to this matter was the patent of Stephen D. Tucker, a member of the firm of R. Hoe & Co. It was called a gathering and delivering cylinder, and was able to handle the papers as fast as they were printed. It is the mechanism on which the great speed of the modern press depends. Without it one of the great machines would block a pressroom with papers before it had been in operation fifteen minutes.

Thus it will be seen, the rapid-working web press is a composite for which no one man deserves the entire credit. It is one of the most notable examples of a really wonderful mechanism constructed in response to a specific demand. The expert mechanics engaged in the manufacture knew what was wanted. They sat down and figured to these results just as experts in other fields might solve problems in mathematics or military tactics. It is a concrete illustration of the saying that no matter what the demand is, if it is strong enough it will be satisfied.

The press which was constructed in 1871 as a result of these investigations was fed from a roll or web of paper over cylinders,—

GRAHAM SHORTHAND.

Handwritten practice text in Arabic script, consisting of multiple lines of cursive writing on a four-line grid. The text is a continuous string of characters, likely a form of shorthand or a specific dialect, used for handwriting practice.

3. When F, V, or N immediately precedes a final-vowel sound, it must be expressed by its stem, as the hook is read after any vowel placed beside the stem. See plate, line 5: Felon felony brain brainy cough coffee photograph photography rave review assign assignee.

4. (a) On the N-hook side of *STRAIGHT* stems, the circles and loops include the N-sound, and the N-hook need not be shown. The inference is that if the *SIMPLE* circle or loop was meant it would be turned by the *LEFT* motion. (b) In case of the F-hooks, and N-hooks on *CURVES*, the small circle must be written clearly within the hook. (c) The large circle and the loops are never written *WITHIN* hooks; they are appended to *STEMS* only. See plate, line 6: Sprains deprives gains groves trains contrives condense condenses condensed (condens) braves professes professed (profest) vines convinces convinced (convinst).

5. (a) *ANY* hooked stem may be halved to add *EITHER* T or D, the sound so added by halving reading immediately after and coalescing with the sound of the final hook. (b) If a vowel sound occurs between F, V or N and a following consonant, then such F, V, or N or the following consonant must be expressed by its stem in order to provide place for the vowel sign. (c) When not influenced by the preceding thought, choice between hook and stem for F, V or N is governed largely by convenience of joining. See plate, line 7: Plan planned plant craved craft cravat grant granite approves profess French flinch likened blackened (8) branch plunge patent (pa-tent, not patent) contrivances convenience traffic provoked driven eminent synonym meanest thinness. (g) lonesome ransomed lancer densely Denver gainsald compensate chieftain economy phenomena phenomenon attendance.

Shorthand at Home.

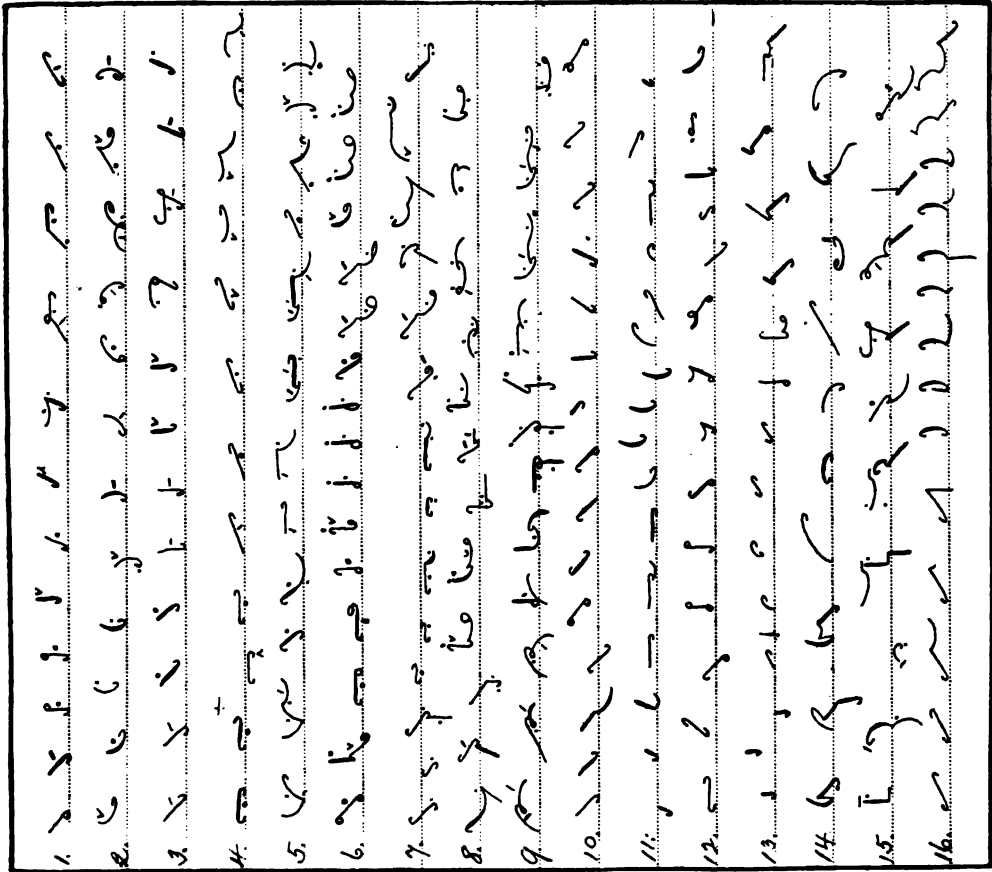
By CHAS. T. PLATT.

Final Hooks for F, V and N.

(Continued from May number.)

1. (a) The sound of N may be expressed by a small FINAL hook on ANY stem. (b) It is turned on the inside of curves, and by the Right motion on straight stems. (c) The N hook reads *AFTER* any vowel sign placed beside the stem, but *BEFORE* any final circle or loop. See plate, line 1: Pen bone stain strain dine chain join engine Ruskin regain rain hone (2) fine vain thin then assign zone shun slain concern muslins refines thrones.

2. (a) The sound of F or V may be expressed by a small hook on STRAIGHT stems only, being turned by the Left motion in order to distinguish from the N-hook. (b) It is not used on curves, as it would conflict with the N-hook. F or V when following a curve must be expressed by its stem. (c) Like the N hook, the F-V hook is read *AFTER* the sound of a vowel placed beside the hooked stem, but *BEFORE* the sound of a final circle or loop. See plate, line 3: Puff pun beef bean tough ton dive dine mischief question (kweschun) Jove gin (4) grain grave crown crave run rave hen hive nine knife men muff.



6. Word Signs.—See plate, line 10: Upon before above approve experience believe remember remembrance behind difference whichever general-ly prove professor inexperience (11) gentleman gentlemen agent can cannot again often within then than alone arrive amount account opinion whoever (12) careful-ly cheerful-ly appearance circumstance circumstantial balance intelligent intelligence indispensable hopeful-ly plaintiff defendant consequent even.

7. Phrases.—See plate, line 13: (a) Do not, had not, are not, will not, we will not, we are not, were not, at once, or all events, who have been, which have been, ought (to) have been, cannot be. (b) For phrasing purposes only, F or V may be expressed on curves by a hook made long and narrow in order to distinguish it from the N-hook. (c) "Than" and "own" are expressed by the N-hook in case of phrases in which these words are slurred into N sounds in rapid utterance. See plate, line 14: They have been, will have to be done, they have not been, later than (later'n) more than (more'n), our own (our'n), rather than (rather'n), sooner than (sooner'n), your own affair, further than.

8. Prefixes and Suffixes.—(a) Write a short tick in the con-dot's place and at right angle to the stroke, to represent the syllables "contra," or "counter." (b) Write Bee for "ble," and Ef for "ful," when the L-hook cannot be conveniently shown. See plate, line 15: Contradict controversy countermund uncontradicted incontrovertible painful questionable insurmountable attainable spoonful.

9. Compound Words.—See plate, line 16: Whereon whereof wherein whereto whereat thereon thereof therein thereto thereat thereafter thereunder hereupon hereinbefore.



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"The Stenographer" is published in the interest of the Shorthand and Typewriting profession of the country; and all men, all systems and all machines will receive equal recognition in its columns.

The columns of "The Stenographer" are always open to correspondents. We shall be glad to publish matters of interest to the profession in all its branches. Communications should be addressed to the Editor, who is not responsible for the opinions of correspondents.

"The Stenographer" is a progressive journal, and the publishers will appreciate suggestions of improvement in any of its departments.

Issued on the first of each month.

Subscription: United States, Canada and Mexico, \$1.00 a year; other places in Postal Union, \$1.25 a year.

Advertising Rates furnished on application.

Stenographer's Day at the Pan-American Exposition.

THE Pennsylvania State Stenographers' Association' composed of the official court reporters throughout the State and the more prominent members of the stenographic profession of Pennsylvania, will hold its annual meeting on Monday, August 19th, in the Pennsylvania State Building, Pan-American Exposition grounds, Buffalo, at 4 P. M. The Convention will occupy several days in its deliberations.

During the week within which the Pennsylvania State Stenographers' Association holds its meeting in Buffalo, the National Shorthand Reporters' Association, composed of the more prominent official reporters throughout the United States, will hold its annual convention, and during the same week the New York State Stenographers' Association, the New England Shorthand

Reporters' Association, the Ohio Stenographers' Association, and the West Virginia State Association of Official Reporters will also meet in Buffalo. This will bring together the largest aggregation of prominent shorthand writers ever held—not only in this country but in any other.

All members of the shorthand profession practicing in Pennsylvania, whether members of the State Association or not, are invited to be present.

NEW YORK STATE STENOGRAPHERS' ASSOCIATION, will hold its Twenty-sixth Annual Convention at Buffalo, August 23d and 24th in the New York State Building on the grounds of the Pan-American Exposition. The Secretary-Treasurer George A. Murray, issues a circular announcing that a large attendance is expected.

THE NEW ENGLAND SHORTHAND REPORTERS ASSOCIATION will hold its annual meeting also during the week.

THE NATIONAL SHORTHAND REPORTERS' ASSOCIATION will attract large numbers of the leading shorthand reporters from the West and South, and undoubtedly a rare treat is in store for all who can arrange to be present.

WE call special attention to Mr. Thorne's remarks concerning the habit of dividing stenographer's fees with the Referee, and would urge some action in the matter on the part of the various Associations which may meet during this and the coming months.

It is with feelings of the greatest satisfaction we announce to our readers that, after long and strenuous efforts, we have the promise of a number of articles for **THE STENOGRAPHER** by Mr. William Ross, a gentleman of large experience, acute observation and remarkable talent in the power of happy expression and pertinent illustration. The first article entitled "Something about Stenographers," will appear next month.

Culture.

I HAVE just been reading a magazine called *Modern Culture*. The subject of culture is one about which much can be said. The mind may be opened to the reception of truths—truths of senses, physical facts; truths of science; truths of ethics, of morals, of life. We can learn these things from books, from experiment, from careful observation in our associations with men and things.

But, we are not *all* mind. Our hearts may be cultured; our emotional faculties may be stirred, exercised, purified and refined. We may outgrow the deformities of selfishness; we may come into sympathy with the good wherever we find it; we may learn to know that all of the events of life are intended to unfold the interior forces of a higher life within us.

I wish it were in my power to do something, to say something, each month, from this time forward, to stimulate in each of the readers of *THE STENOGRAPHER* the resolution to grow in the way of genuine culture. Not simply to be better business men and women, more perfect machines, doing better their daily work in the narrow grooves of routine, but to be better men and women in the establishing of the powers and faculties and graces of that real, divine-human life which comes to us all and finds a development and permanency in us all so far as we receive it and make it our own by noble, unselfish use.

MR. PATRICK J. SWEENEY is the proprietor of the Manhattan Reporting Company and the editor of *Chat*. The motto of *Chat* is "Honesty in Everything," and this is the editorial for July:

"Wake up!—Do you ever stop to think? Where are you going? Where are you at? Where were you this time last year? Where will you be this time next year? What do you know now that you did not know a year ago? What have you to show for the time you have spent within the past year? I am not talking about the money you have spent, but the *time*. Think it over! Stop every now and then and ask yourself a few questions. That's the only way to get ahead. That's the right way and surest way to improve. Be ever forging ahead, slow and sure.

Be honest. The only way to be honest is—to be honest. No "ifs" or "ands" or "buts." Not one way to-day and another

way to-morrow. Not dishonesty of intent and honesty in doing. Honesty in all things, great and small. Be honest. And, again, the only way to be honest is to be honest.

When you have anything to do, do it. If the work will take half an hour and you feel that you have an hour at your disposal, do not "potter along" for the hour simply because you have that much time; but, get through as quickly as you can. Otherwise, you will get into a rut, and when "rush" time comes along you will be poorly equipped for it."

A Word to Beginners.

MR. WILLIAM E. FINNEGAN in the July number of *Chat* has the following:

"Verbatim reporting, like everything else worth knowing, is easy when you know how, but the beginner who is afraid of hard work will never know how, for the art of reporting is not easily mastered. Therein lies its chief value. If the ability to follow accurately a rapid speaker could be absorbed as a sponge takes up water, the stenographic profession would soon be filled with the failures from every other department of work. Fortunately, he who would become a verbatim reporter must, far from absorbing the knowledge he seeks, dig for every morsel of it—dig deep through strata of principles beset with difficulties which only the patient, industrious and resourceful mind can hope to overcome.

It is the experience of most reporters that the mastering of the principles of phonography during the first few weeks of his study is the most trying part of the work; it requires a great amount of humdrum drill to follow readily the intricacies of circles, loops and hooks. It is at this time especially that the learner should have the stimulating help of a competent and conscientious instructor. When the principles are once properly understood, the application of them to practical purposes is positively fascinating; but before the goal is reached many beginners have become discouraged and have given up, solely on account of quack instruction.

Whoever is ambitious to become a verbatim reporter must not make the fatal error of being in too great a hurry.

He must be willing to spend time enough to learn the art thoroughly. If he trusts his reporting fortunes to an instructor who guarantees to turn out experts in three months, his experience is certain to be like David Copperfield's, whose "imbecile pen staggered about the paper as if in a fit."

FROM William Eaton, Birmingham, Ala.
"I have learned more from the pages of *THE STENOGRAPHER* than I ever did in the shorthand school from which I graduated."

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"I have become so used to your No. 5 Note-Book, that I can use no other. My colleague (Mr. Beard) in this Court says that your books are the best he has ever used in twenty years' experience,"—PETER P. McLAUGHLIN, Court of General Sessions, New York City.

"I have no hesitation in saying that I can write at least TWENTY WORDS A MINUTE more with your No. 5 than I have been able to do with any note-book I have previously used."—THOMAS BURRILL, Department of Highways, Brooklyn, N. Y.

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—Journal of Education.

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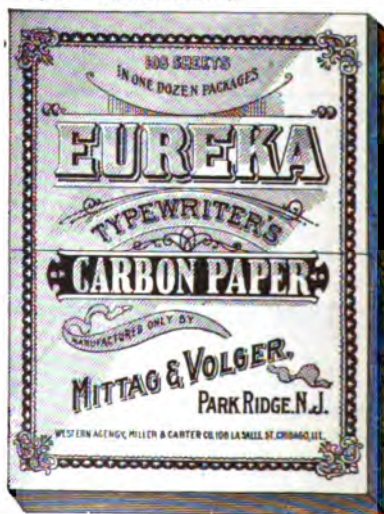
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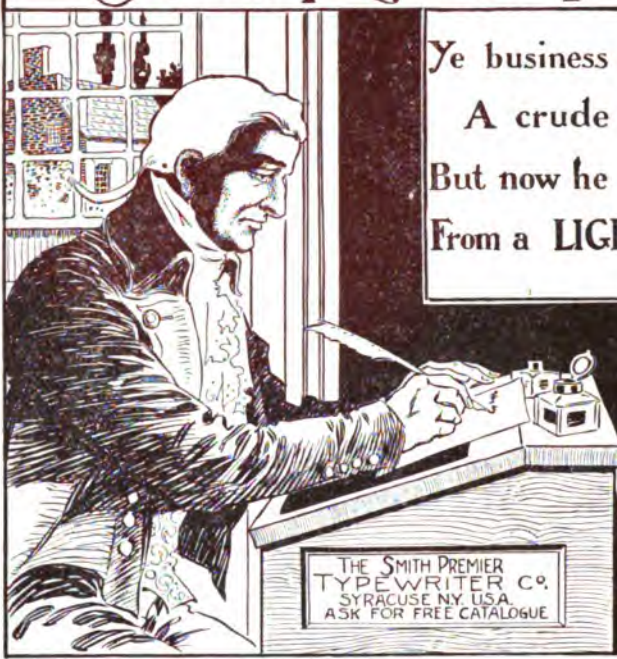
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VOLUME XVI.

PHILADELPHIA, SEPTEMBER, 1901.

No. 9.

Something About Stenographers.

No. 1.

WILLIAM ROSS.

TO begin with, the average stenographer and type-writer is a good scholar; that is of fair education and with a brain-scope amply sufficient for the ordinary requirements of business. The type-writer (machine) is of comparatively recent invention, and, as a rule, type-writers (human) are young, ambitious and possess an eye which is always open for a situation where salary is as much an object as constant employment.

When Adelaide Morgan was presented to the present incumbent of the papal chair, it was during a congress of Bishops and the Pope was consequently very busy; but being informed that a young American lady was waiting for an interview, and was also anxious to catch the next train, American fashion, he allowed her an audience, with the understanding that it must terminate at the end of ten minutes. Seated at the pontifical table with his sleeves metaphorically rolled up, the Pope was addressed by Miss Morgan with the announcement that she was a stenographer and type-writer by occupation and would humbly crave the honor of passing in review and letting him observe the contour of her physique; in other words, bow and retire. This so pleased his holiness that he requested that she take down a few notes, with the only object, doubtless, of testing her ability, to which she

graciously assented. Everybody knows that the Pope is not only a thorough Latin scholar but a Latin linguist as well. Dictating in a clear, deliberate and distinct tone, he repeated, in Latin, a portion of the work which he had been discussing with the Bishops, and was astonished when the completed matter was handed to him without a word misspelled. It is needless to say that the interview was considerably prolonged. Miss Morgan was the daughter of the late Judge Morgan of the United States District Court and is as familiar with the dead languages as with her native tongue, and acted for a number of years as her father's amanuensis. Miss Morgan subsequently married Paul Erricksen, the artist, and is now living in Rome.

When Mary Jane Sutton came from the west three years ago and took up the study of stenography in New York, she was regarded a very dull scholar and was many times importuned by her teacher to return to her former duties as milk maid at the Groveton dairies out in Illinois. She obstinately refused to take his advice, and one year later she married her employer and is now enjoying the comforts of a fifty-thousand dollar mansion at Long Branch, with servants and horses galore. It is said that she took the first prize in a contest at Abbeyville College. The award was immediately follow a stinging prot

view of accomplishing something this year if possible—that is to say, men were selected mostly from the Eastern part of the country, who would be willing, if necessary, to go to Washington, etc. Charles Currier Beale, the new chairman of this most important committee, is intimately acquainted with Mr. Small, and they will co-operate together successfully, I believe. E. V. Murphy, of the Senate corps of reporters, was also placed upon the committee. Colonel Demming, last year's chairman, was put on the committee this year as a sixth man, necessitating an amendment to the Constitution; but it was a wise move.

The outlook of the Association is promising. With a renewal of faith in and allegiance to the National Shorthand Reporters' Association on the part of those who have felt an interest in it in the past, the success—lasting and substantial—of the organization seems assured.

I am attached to the hope that we may all, with many new faces, meet another year, to renew our pleasant and profitable personal and professional associations for a week together.

Although I am now out of shorthand, in the sense that I have not lived by the practice of it for several years and severed my official connection with the National Shorthand Reporters' Association, still I shall doubtless continue to take an earnest interest in shorthand matters and the Association's success, because my zeal cannot give up as yet.

I hope the profession will not now regard me as a back number in matters stenographic, but that heretofore pleasant relations may be long continued.

Mrs. Hill accompanied me to Buffalo. We remained ten days, being among the last to leave. When we dwindled down to a few, I did not want to be the last to go; still, I hated to go hence. We left Campbell, Schrader, Small and Bumgarner to pull up stakes, put out the campfire, cover the trail and go their respective ways. As we gazed in spellbound admiration and awe, ten days prior to September 6th, at the crowning glory of Niagara Falls, in the electrical illumination at the Pan-American Exposition, little did we dream that it was set to be the funeral pyre of William McKinley. What a sad taking off, and yet how solemnly sublime! Magnificent career—the nation's great loss sustained and soothed by the grandeur of his death, in the pathetic yet heavenly beauty of his submissive Christian spirit. Well may we say with Shakespeare:

"Good night, sweet prince,

And flights of angels sing thee to thy rest!"

For William McKinley lived as he died—the ornament of the opening twentieth century.

Sincerely yours,

KENDRICK C. HILL.



Does It Pay To Lie?

No. 2.

WILLIAM ROSS.

Is said of a late prominent clergyman that he made the remark, while arguing with a friend upon the subject of the sincerity of people in general, that the truth should not be told at all times, adding thereto, "As the good book says." While his explanation to the Advisory Board that he only intended to convey the idea that it was not always politic to answer any query directly and to the point where, by so doing, an injury might result to some one, their feelings hurt or a feud started that would be disastrous to the morals of society, they could not be convinced that he recommended, to a limited extent, the telling of a lie, and he

subsequently had a very hard time of it with those of his congregation who were absolutely "pure in heart," or thought they were. He contended that he made a truthful and pertinent statement which should have been rightly understood and which required no apology, and he gave none. He often smiled at the remembrance of subsequent developments which brought out the fact that his most violent accuser absolutely lied to his pious and devoted wife and dally companion, when she asked him for a pittance to buy their oldest and best boy a new pair of suspenders, by telling her that he had not received his salary from the treasurer

and was therefore unable to comply. In fact, he had not only received it, but had invested nearly one-half of the amount in a "corner in wheat," which Deacon Jackson told him meant no less than 40 per cent. within a short period,—say not exceeding ten days. Of course the Deacon knew all about it, and his reputation for telling the truth was very flattering. Later on, when the solemn penance began, and the grocer and tailor and milk dealer commenced to question the honesty of the gentleman to whom they had been delivering their goods on credit and receiving nothing but promises in return, the good wife learned that her liege lord was a veritable Ananias. It was a hard case throughout, but did it pay to lie in the first place merely to postpone the final eruption?

George Washington Bates, of Leadville, made over a million dollars in the sale of lands which bore no more resemblance to gold producing soil than a load of sand, and yet his credit was unimpeachable, while his victims died of grief by the dozen or took to washing. He never had a spade in his hands during his entire career, but his interesting lectures on the wealth lying under his soil and which he had himself exposed to view by his own personal muscle and the sweat of his brow, accompanied by lurid illustrations on canvas showing men in full evening dress and plug hats picking up gold and depositing it in hide-bound trunks, brought purchasers by the hundreds, who fought and scrambled and almost cried for first choice in the front rows. Bates had the deeds all made up to suit the most incredulous at first sight, but the boundaries were so terribly mixed that the venturers turned into a pack of squatters, who built shanties on any uncovered spot that happened to be lying around loose. But one pleasant day in the early autumn, when the dew was on the grass, and daylight was just beginning to show in the mellow east, Bates started on a protracted vacation, and the place saw him no more forever. In the fast-growing town of Sprucetown, in the fair valley of Santa Fe, lived in quiet seclusion the man whose card bore the stamp of

"Brown," but under the surface could be seen the faint outlines of "Bates." He built cheap churches for poor Christians, with interest at the starving rate of 15 per cent., and inaugurated philanthropic schemes for others' contributions, with himself as president, secretary and treasurer. His lonely widow says that she paid a thousand dollars for his monument in the cemetery laid out by himself, at so much a plot, and a hundred dollars to the poet who wrote his epitaph. She declares that Brown-Bates was a conscientious, kind, Christian gentleman, who seldom swore, never chewed tobacco, and when in anger was considerate enough to show his sweet disposition by hitting her with nothing harder than a pound of soap. Was George Washington Bates an absolute liar? If so, did it pay him to lie, taking into full consideration the money he made out of it and his chances after death?

A seventeen-year-old boy walked from Easton to Philadelphia, to find a situation of any kind that would guarantee him a supply of daily food and enough clothing to assure a decent appearance. The second day after his arrival he walked into a wholesale house on Front street and solicited something to do. He was told that they needed a typewriter who could write their letters intelligently for five dollars a week, and when interrogated as to his ability to properly do the work, he deliberately lied by saying that he could perform those duties and felt sure that he would suit them. He had just four days in which to prepare and just sufficient money left to pay for the tuition and his board in the meantime. When he went to work he had mastered the rudiments, having worked all of the day and most of the nights. The boy had energy, ambition and a remarkable will power, and although he was obliged to go slowly at first, he made himself useful in other ways around the store and in time became indispensable to his employers, who yearly increased his salary, until his name eventually appeared on the firm's sign and to-day, the bank would honor his check for a good round sum. Did it pay him to lie, and was it right for him to do so?

from the other contestants, who solemnly and firmly declared that Miss Sutton manipulated the space board with her nose—the length of which nature had evidently carefully studied, possibly with just such contingencies in view, while her fingers were dexterously flying over the keys with the rest of the copy. Miss Sutton considered the charge too ludicrous and absurd to refute, so she declared, but it was specially noted that she did not actually deny the impeachment.

Charlotte De Mere never saw a work on stenography or a type-writing machine until reaching the age of thirty-six, when her uncle, Admiral Mortier of the French Navy, a descendant of the unhappy Louis the Sixteenth, purchased them for her in Paris. Charlotte was considered a positive, dyed-in-the-wool old maid, with no interest in anything particular, excepting her parrot, who could talk in four different languages, three of which were unknown and the other considerably limited and mostly nautical, and she took hold of her Remington only to please the eccentric "sad sea dog," whose hand writing but few of the officials at the Navy Bureau could decipher. Charlotte was kept pretty busy when the Admiral made up his reports. After two or three years of that kind of work she ran away from home and friends to make a living for herself. She was not by any means an expert, took notes slowly, wrote clumsily and appeared to take no interest in anything but keeping the machine in an immaculately clean condition. This specialty won for her a valuable prize. A celebrated Bishop of the English Church, noting how deftly and carefully she daily "polished up the handle of the big front door," married her and she is now quietly enjoying life, with her sanctified companion and pet parrot in one of the suburbs of Liverpool where, from appearances, the quality of Mersey is not strained.

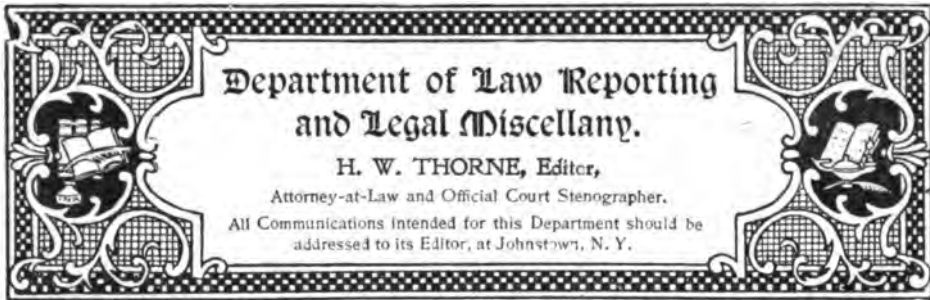
John Edward Fulton, now a prominent subject of the Kaiser at Berlin, when occupying the position of stenographer and type-writer in one of the up-town hotels of New York, sixteen years ago, attracted the attention of an old German Baron, for whom he did considerable work from time to time. He was very expeditious and methodically correct, which with his natural, polite

manners, so constantly manifested, led eventually to the prominence attained by him in Germany. His close affiliation with Emperor William and, in fact, the entire royal family, is attributed to the influence of the crusty Baron who took so kindly to him when visiting this country in '86. Fulton's personal appearance was unattractive. The fact that his complete dental outfit consisted of but one extremely prominent incisor which projected from his upper jaw, was the basis of the report current among the office boys that his former occupation was confined to punching holes in sponges. This unpleasant rumor was the source of much displeasure to him, but he continued clinging to that tooth, as it were, until deprived of its use by a well-directed foul tip at a base-ball match. Newspaper reports show that he played quite an important part in the recent negotiations of the Powers in settling the Chinese indemnity question in the interests of the German Empire. From ten dollars a week in New York to a competency in Germany with the chances of ultimately wearing a title is, in the common parlance of the day, a decided snap.

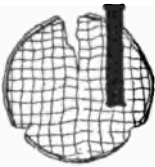
During the excitement which prevailed in the Stock markets last June, a stenographer, with the peculiar and unclassical name of Buddy Brown, made a glaring error in transcribing a telegram, whereby the firm of Brokers by whom he was employed made a clean profit of fifty thousand dollars. As mistakes generally insist in occupying the wrong side of the balance sheet, the firm in this instance, were made happy over the incident and acknowledged their satisfaction by giving Brown a check for five-thousand dollars, accompanied by a letter of instant dismissal, fearing that his carefulness was not of that consistency commensurate with the safety of the firm's business ventures. The most painful part of the young man's experience was embraced in his subsequent efforts to become an important factor in the stock market, when he invested the entire amount with the same firm "on margins," and he is now ruminating on his late beautiful dream, while "drumming" for a manufacturer of a patent stove polish.

As for the army of stenographers and type-writers in evidence, the poor die young, the indifferent and unreliable hang on for a while and are finally lost in the "whirl of

(Continued on folio 206.)



Expert or Amanuensis?



It must be apparent to the most superficial thinker, that all young persons who become, and continue to be, practicing stenographers, cannot secure positions as court reporters, nor reasonably hope to follow the vocation of law and general reporting. It is evident that the number of official berths to be filled and the amount of legal and miscellaneous shorthand reporting to be performed, are too limited to furnish all with employment. Hence many must meet bitter disappointment. This is unfortunate; but it is the result of the inexorable law of demand and supply.

In view of this, and, considering the vast number of stenographers now in, and the army of students preparing for admission into, the field, it is unwise for one who does not possess the proper natural qualifications, the educational accomplishments and the potent aids (which consist, principally, of influential friends) to official appointment or acquisition of lucrative practice, to devote the time and labor and expend the money necessary to gain the proficiency required of an expert in any of the technical branches of the business.

To such a one—and, in fact, to the average stenographer—thorough preparation as a stenographic amanuensis yields the best and quickest results. Such a position, used as a means of advancement in the particular business, as, for instance, railroading, manufacturing, banking, etc., ought, eventually, to land an amanuensis, who has the proper capability, at, or well up toward, the top of

his business. Cases where even the office boy has ultimately become the proprietor are known to every reader. It will be found in nearly all such cases that the office boy possessed, at least, these characteristics: a correct understanding, and punctual and conscientious performance, of duty; anxiety to learn all about all parts of the business; willingness to render any service in connection with that business, and thoughtfulness of his employer's interest.

It is not intended to discourage the student from preparation for technical professional reporting. On the contrary, if he has the qualifications, accomplishments and aids above mentioned, he should not hesitate, but press forward toward the goal of his ambition.



THE New York Court of Appeals, in deciding a recent case, say: "The fact that the action has been tried four times, and as often appealed, bears ample testimony to the earnestness and intensity of feeling with which the contest has been waged to its present stage. A general historical review of the case would portray a fine study in the vicissitudes of litigation."



IN *Plumb versus Tubbs* (reported in 41 N. Y., 442) it appeared that the plaintiff, a large landowner, having conceived the notion of organizing a village wherein intoxicating liquors should not be sold as a beverage, caused conditions against such sale to be inserted in deeds given by him. The defendant Tubbs, having violated these conditions in the deed to him, claimed the

conditions to be unreasonable and absurd, and therefore void. The New York Court of Appeals says: "Whether this plan is wise or unwise, is not for us to say. No man is bound to be wise. He has a legal right to be wise or otherwise, as his own judgment or as his own caprice may determine. It is enough here to say, that neither the purpose of the grantor, or his mode of accomplishing it can be pronounced unreasonable or absurd."

THAT Kentucky demoiselle whose inventive mind has just evolved a device for changing typewriter ribbons without soiling the fingers, is a public benefactress whose image should be carved in everlasting granite and whose memory should be forever enshrined in the hearts of all typewritists.

I DO not wish to bring the blush of embarrassment to the cheek of Brother Horace G. Healey of the Graham Department of this magazine, but having, incidentally, learned a few facts of his shorthand career, I feel obliged to impart them to his readers, hoping, thereby, to impress upon them that Mr. Healey is a practical law reporter and that the matter contained in his department is the work of an experienced practitioner, and not that of a mere theorist. Mr. Healey has done a great deal of law reporting. He was a reporter in the Superior Court of Iowa for about four years; he held the position of official stenographer of the State Bar Association, the State Medical Society and the State Dental Society of the same State; at one time he was private secretary to the attorney-general of the State of Idaho, and also did considerable unofficial reporting in the District Court of that State; he was for several years assistant editor of *The Phonographic World*, and is now chairman of the executive committee of the National Association of Shorthand Teachers besides holding a similar position on the executive committee of the Eastern Commercial Teachers' Association.

A CORRESPONDENT writes: "I wish at this time to express to you the great pleasure I have derived from perusing your articles ever since they began to appear in *THE STENOGRAPHER*. * * * I have been in a

position to appreciate the many interesting points you have discussed, and which no one but an attorney would think to be of interest."

THE remarks above quoted from my correspondent's letter, impels me to suggest to every reader of *THE STENOGRAPHER*, whether student, amanuensis or professional reporter, that much benefit may be derived by sending to this department communications on subjects embraced within its domain. If you wish information ask for it; if you have special or peculiar experience, write it out and mail it to me. Your example will be followed by others. By that means interchange of views must be helpful to all. Try it.

H. W. THORNE.

Something About Stenographers.

(Continued from folio 204.)

the town," while the efficient and painstaking stick to it with constantly renewed vigor and earnestness, hoping that some pleasant breeze might waft them into some remunerative and permanent position, with a maximum of salary and a minimum of labor.

While all stenographers do not reach the summit of their ambition, marry their employers or eminent clergymen or become associates with the royal families of Europe, statistics prove that, as a rule, they are happy, frugal, good-natured and eminently respectable. Business cannot be carried on without them. The professions find them absolutely necessary. The newspapers, corporations, exchanges and, in fact, all branches of industry depend upon them for a proper conduct of their business affairs and they are continually in demand.

The most obvious certainty connected with the present situation is, that we are to look henceforth to an era of unexampled commercial development, and, standing face to face with opportunity, the stenographer will always command the respect and careful consideration of the employer, as a brain worker as well as a mechanical assistant.

TYPEWRITER operators have words at their fingers' ends.



A College Education.

"**G**RADUATE" inquires if a college education is essential in becoming a first class stenographer.

We would emphatically say "no" as our humble opinion, although we congratulate our correspondent upon her possession of such a liberal education as a full college course would indicate. We are not, of course, referring to short-hand colleges but those devoted to general learning and the higher arts, such as Princeton, Harvard, Bryn Mawr, Vassar, etc.

While such an education is not necessary to a first class stenographer, yet it is a long step towards that end and aim,—although everything depends upon the student, herself. If we were to be given our choice of teaching a college graduate shorthand or one without such experience, we would unhesitatingly select the former, as she will have learned how to think connectedly and to study logically, if she has taken advantage of her opportunities.

On the other hand, as we believe we have said many times before in these columns, or intimated it, the study and pursuit of shorthand is a college education, virtually, in itself, for the practice of the art sends the young stenographer more often to the dictionary or the encyclopedia than any other occupation of which we know. Not alone that, but there are many otherwise closed avenues of knowledge to which the shorthand writer has access through her contact with men of mind and affairs. There are two courses open to her,—either to grope along and trust to "luck" in transcribing her notes, or to examine the references at hand and get the matter exactly

right. "But this takes time,"—yes it does, but it pays and things will even themselves up during the day, and our sum of knowledge at the close will be much greater if we carry out the plan of mastering each detail or reference as we reach it; further, the more we know, the better position are we in to turn that knowledge to substantial account. Any woman in a position of trust who does not make herself familiar with everything respecting it is losing her golden opportunity and, most likely, laying the foundation for subsequent trouble.

All of this is education in a limited sense, but one item of knowledge will lead to another, and in this broadening out process we ourselves will be benefited, as also, in large measure, our home, our employer and the world in general.

Let us by all means get a college education if we can, and urge it upon others; but if it is out of our reach, then let us do the next best thing,—form our own college and use our eyes and our ears in acquiring the knowledge that comes by seizing opportunities, by making observations and keeping keen and alert throughout the working day.

Just so far as the standard of education and knowledge is raised in our profession, will the world's estimate of us improve and its respect increase; let us work for such a splendid consummation.



The Perfect Woman.

ANOTHER man writes us: "Some time ago it was your intention to present your views in THE STENOGRAPHER regarding the personal appearance of stenogra-

phers, and whether or not the same in any way affected the salaries of the ladies. The following is sent with the hope that it may interest you and your readers. I think it will because we are all,—at least all of us men who are conceited enough to think we are rightly constructed,—interested in the perfect woman,—but does she exist in reality or only artificially?—

"A woman 5 feet, 5 inches in height should weigh 128 pounds. Her arms extended should measure from tip to tip of the middle fingers just exactly her height—5 feet, 5 inches. The length of her hand should be one-tenth of that; her foot, one-seventh; the diameter of her chest one-fifth. From her thighs to the ground she should measure the same as from her thighs to the top of her head."

Notes From the Field.

Create interest for yourselves. Definitely make up your mind to take up something—religious, philanthropic, intellectual, what you will—the growth of which you can watch, and to the success of which your individuality will be an essential.

Mrs. Alice Freeman Palmer, ex-President of Wellesley College, says that "of the sixty colleges and universities of this country of the highest standing, only nine refuse to women their degrees. Every college founded since the war has been founded for both men and women. This naturally affects the conditions of life in both the city and the country. Practically, all schools below the high school are in the hands of women, and eighty per cent. of the teachers in the New England high schools are women. Formerly, if a woman studied the sciences, philosophy or the classics, it was said she would lose her health, religion and morals; but time has proven just the contrary."

Miss Bessie Smythe has been appointed library stenographer at the O. S. Y. of Columbus, Ohio. She was formerly located in Chicago as stenographer in the law office of Rutherford P. Hayes.

Mrs. Rosamond Johnson, who recently completed a course of study in shorthand and typewriting at H. N. Doe's private school, Bangor, Me., has secured a position as stenographer and assistant book-keeper with the firm of John Cassidy & Son, wholesale grocers and lumbermen.

Hon. Joseph H. Choate is as celebrated as a postprandial orator as he is as a lawyer. At one of the dinners of the New England Society of New York he once proposed the following toast: "Woman, the better half of

the yankee world—at whose tender summons even the stern Pilgrims were ever ready to spring to arms, and without whose aid they never could have achieved the historic title of the Pilgrim Fathers. The Pilgrim Mothers were more devoted martyrs than were the Pilgrim Fathers, because they not only had to bear the same hardships that the Pilgrim Fathers stood, but they had to bear with the Pilgrim Fathers besides."

Miss Ida May Jackson of Milwaukee, Wis., has been appointed under a new law of Wisconsin, Woman Factory Inspector, and will be the first woman in the State to take up official work of this kind. Her grandfather was an editor, and she has been doing newspaper work for a dozen years past.

In a recent address, Miss Jane Addams, of Hull House fame, said: "If you women wish to bring about equal suffrage, you will gain more by taking up the moral side of the question. For instance, if you can show the women of this land that the child labor evil can be mitigated only by the votes of women, you will interest every woman in the country."

Acting Mayor Walker of Chicago, is inclined to sympathize with the girl stenographers who are on the eligible list of the civil service board for certification, but who, because of the clause of the law which gives the head of the bureau the right to state in his requisition that he prefers men stenographers, are unable to be certified. He says that is the law, and while he has not been asked to pass upon the question of another examination, it is quite probable that one will have to be called. There is but one man on the eligible list, while there is a long list of young women who are anxious to inscribe the thoughts of the bureau chiefs in shorthand, and transcribe them on the typewriter.

It is stated that about one hundred women are engaged in detective work in New York and its neighborhood, and a dozen or more of them are employed in the big stores, where shoplifting is so commonly practiced, that the head of one large establishment said: "We could no more do without a detective in this store than we could do without a model to show off our gowns." Women detectives are valued and well paid when they are skilful.

In East Oakland, Cal., is to be tried a plan for helping homeless girls, which seems almost ideal in method as well as in purpose. A rich and generous hearted woman has declared her intention of building ten cottages, each of which will accommodate ten girls, and be in charge of a "house mother." At a suitable age they will be taught whatever trade they select,—thus equipping them to earn their living.

IDA E. TURNER.

Department of Practical Grammar.

By PROF. JAMES F. WILLIS, 1427 Euclid Ave., Phila., Pa.

Instructor in Grammar, Rhetoric and Etymology.

Use of the Subjunctive.

I. The subjunctive mode asserts being or action as a mere *wish*, *conception* or *supposition*.

In *form*, there is little to distinguish the subjunctive from the indicative: it omits *s* from its third person singular active present; it uses *be* instead of *am*, *art*, *is* and *are*; it uses *were* instead of *was*, and *wert* instead of *wast*. A noteworthy point about the subjunctive in English is its *decline*; *be*, *were*, *wert*, and the form without *s* disappearing.

II. The subjunctive mode past tense of *be* is used (1) to express a wish for something impossible to have immediately, or at all; (2) to express a mere supposition or conception.

(1) I wish I *were* a man!

Oh! that I *were* as in days past!

Would that I *were* the ruler of many worlds!

Would that I *were* some maiden coarse and pure!

Oh! that his tomb *were* visited by valiant youth!

(2) Economy is, as it *were*, the poor man's mint.

Were all men honest, society would be better.

There fell from his eyes, as it *were*, scales.

Were another to share this wayward, loveless heart, it should be thou.

Were ye to taste the mirth ye mar, not in the toils of battle would ye fret.

III. The subjunctive *may* be used instead of the *indicative* (3) in noun clauses as explanatory modifier, or (4) in noun clauses that are indirect questions used as subject or as object complement.

(3) It is disgraceful that an old man *have* nothing to produce of a long life but his years.

It is requisite for all that the mind and body *be* kept in action.

It is beyond all hope that he who left you ten long years ago *be* still alive.

It is not infrequent that a benefactor *claim* more than he has given.

It was advised by St. Paul that a man *be* angry and sin not.

(4) Whether habit *grow* upon a man need not be asked.

Whether punishment wisely given *be* an instrument for good in the education of children is unquestionable.

I shall see whether mine *be* the foremost prow in pressing to the strand.

I know not whether another *care* to make thy face his sweetest haven.

I asked him if to touch the passions *be* the art of poetry.

IV. The subjunctive *may* be used instead of the *potential* (5) in independent clauses, and (6) in adverb clauses of purpose, and concession.

(5) Better *were* wisdom without an inheritance, than an inheritance without wisdom.

The madness of the wise *were* better than the sobriety of fools.

A life of sickness *were* better than a life of sin.

I *were* blessed could I bear ills with equanimity.

To trace the origin of dancing *were* a difficult task.

(6) Be diligent, that you *be* found spotless.

They shall bear thee up, least thou *dash* thy foot against a stone.

Whatever *be* the fate of noble families, the commonwealth is safe.

Though ambition in itself *be* a vice, yet is it often the parent of virtue.

V. The subjunctive *may* be used in (7) adverb clauses of *time*.

(7) They shall have finished before he *return*.

They refuse to deliver the goods before he *pay*.

VI. In *condition* or *concession* clauses, use the *indicative* when (8) the assertion is a fact, or when (9) merely the speaker does not know it to be a fact; use the *subjunctive*

when (10) the assertion is thought of merely as a contingency, or when (11) the speaker prefers to speak hypothetically of a thing about which he is certain.

(8) If he *was* poor, he was never indolent. If he *loves* you, he will give evidence of it. Though he *is* defeated he is happy. Though he *was* a son, he learned obedience by what he suffered.

Though thou *lovest* tranquillity, yet dost thou dispute.

(9) If there *is* a mistake, I cannot detect it.

If the money *was* there, I could not see it. If it *moves*, I cannot perceive it.

Though he *was* in the room, I could not have seen him.

Though he *is* a chief, I find nothing to distinguish him.

(10) If thou *leave* thy father, he shall die. He shall meet you this afternoon, unless it *rain*.

If the largeness of a man's heart *carry* him beyond prudence, it is weakness.

Though I *were* king, still should I cling to thee.

Were one order to grow disproportioned, it double weight must ruin all below.

(11) If honesty *be* the best policy, he is not an honest man who acts on that principle.

If it *be* the function of education to prepare us for complete living, that is the most important object in it.

If he *be* slow of belief, he is honest and sincere.

Though ceremonies *be* different in every country, true politeness is everywhere the same.

Though few *be* qualified to shine in society, it is in most men's power to be agreeable.

VII. When doubtful whether the *indicative* or the *subjunctive* is proper, use the former.

*A synopsis**

I. The subjunctive mode past tense of *be* has two uses:—

1. To express a wish for something impossible to have immediately, or at all:

2. To express a mere supposition or conception.

II. The subjunctive *may* be used in place of two other modes:—

1. The *indicative* mode,

(a) In *noun* clauses that are *explanatory*, or that are *indirect questions* used as *subject* or *complement*:

(b) In *adverb* clauses of *time*.

2. The *potential* mode.

(a) In *independent* clauses:

(b) In *adverb* clauses of *propose* and *concession*.

III. There are two kinds of *adverb* clause (*condition* and *concession*) which require

1. The *indicative* mode, when

(a) The assertion is a *fact*;

(b) Merely the speaker does not know it to be a fact.

2. The *subjunctive* mode when

(a) The assertion is thought of merely as a contingency;

(b) The speaker prefers to speak hypothetically of a thing of which he is certain.

DIRECTION—Criticize the use of the verbs in italics.

When thou *pray* or do an alms, blow not a trumpet before thee.

Thy deep blue eyes shine amid the glories, as it *were*, like jewels in a shroud.

Better *were* a life of poverty than riches and a bad conscience.

If I *were* a fairy, good boys should be born rich.

Let them strike the foe with the sweep, as it *were*, of eagles.

If he *is* discreet, he shall succeed.

Although the fig-tree *blossom* not, yet will I rejoice in The Lord.

I am solicitous that he *write* these lines well.

If money *be* not thy servant, it shall be your master.

The black Tartar tents cluster, as it *were*, like beehives.

If he *allow* himself no rest, shall a laborer long endure?

If the child *show* the man, this boy shall make a bad man.

He holds his breath, lest he *dislodge* the overhanging snow.

If your words *are* living words, they shall strike root somewhere.

Our concern should be, that our duty *be* always done.

He casts not his heavy eye afar, lest he *view* his vineyard desolate.

If application *be* the price of mental acquisition, he shall be a scholar.

If men *are* complained of, it generally happens that the benefactor claims more than he has given.

I shall not lose thee, tho' thou *die*.

We knew not thou *wert* so soon to go.

Although he *seems* honest, he can deceive.

If it *be* a false alarm, I shall soon return.

*Observe that, in this synopsis, all the matter upon the subjunctive is arranged in sets each of which has two parts.

If the Greeks give me a fitting share, all *is* well.

Were you to see her face, surely you would not know her.

I shall speak the truth, though it *shake* the universe.

I will be as giddy in my desires as if I *were* a monkey.

Although there *is* much kindness among soldiers and sailors, there is little grief.

If men *be* classed by moral distinctions, it is true that all men are of the same rank, whether they *be* counts or cobblers.

Would I *were* this boy's father.

If thou *felt* as I, we could soon decide.

If thou *cast* me off, I shall be miserable.

If she *was* present, I did not recognize her.

Thou shalt be fined, unless thou *make* an excuse.

Would that I *were* not destined to such ills !

It is law that a man *be* forced to keep his contracts.

Promise was that I *deliver* Israel from Phillistian yoke.

He casts off a friend as if it *were* a hunstman's pack.

That a man *be* angry and sin not, was advised by the Apostle.

It is not necessary that man *be* taught to thirst for power.

He has no will to go, lest he *see* him forced to things unseemly.

A man shall never be poor, if he *live* according to nature.

He *seemed* as if he *were* a form of statued stone with burning human eyes.

If I *was* to write, he would not regard it.

Experience is, as it *were*, the shroud of illusions.

The snow hath retreated as if it *were* an army defeated.

Were such a gloomy touch to fall, my guardian angel would cry out.

Tho' I *die*, I know the thorn will grow in rosy-tinted tufts.

Lest he *do* it wrong, in his tongue thy sweet, beloved name no more shall dwell.

The art of pleasing would better deserve our study, *were* there more worth pleasing.

If refinement *do* not lead to purity of morals, it obviates the greatest depravity.

Tho' maxims *be* as full of truths as a winter's night of stars, they fall dead upon him.

I doubt whether he *know* of the danger.

Would that I *were* free from this golden prison !

Whether it *be* worth the venture has concerned him much.

Would that torment *were* not confined to wounds and sores !

The bat leaves his lair as silent as if he *were* a snowflake.

He should have been valuable to us *were* he a close student

Oh ! that estates, degrees, and offices *were* not derived corruptedly !

If passion *be* the most general, it is not the only cause that bind up the understanding.

Spring is, as it *were*, nature's artist.

Heaven avert that ever thou *weep* in vain.

The mind shall banquet, though the body *pine*.

Would that I *were* lying on this bloody sand !

Were I mistaken, I would endeavor to correct my views.

Were death denied, e'en fools would wish to die.

I wished that thou *wert* as diligent as were they.

If Sundays *be* neglected, all religion shall decay.

Though one *smite* him on the cheek, he will not speak.

Oh ! that I *were* rolled deep below the white, cold, heavy-plunging foam !

Her tresses fell free, as it *were*, like the plumage of birds.

Were all books reduced to their quintessence, many a bulky author should appear in a penny paper.

If the horse *be* lame, he shall remain home.

Would anyone wish he *were* a father in my stead ?

A man without patience is, as it *were*, a lamp without oil.

Though ambition *is* a vice, it is often the parent of virtue.

Unless the Lord *build* the house, in vain they labor who build it.

Thy counsel falls into my ear, as it *were*, like water into a sieve.

It is an element of success that a man *be* alive to his best interests.

Were we clearly to see ourselves, life would be less endurable.

Lest fierce remembrance *wake* my sudden rage, not for thy life approach me !

Death lies on her, as it *were*, like untimely frost upon the sweetest flower of all the mead.

Though good conversation *be* the most delightful method of gaining knowledge, how few excel as talkers or listeners !

Whatever *be* the issue, all shall be well.

I shall surely die, unless some one *aid* me.

Were love never feigned, it would be scarce.

Our hopes fall free, as it *were*, like withered leaves.

A dumb mouth *were* better than a brainless skull.

Better *were* death than that we dwindle from high to low.

Were this an open country, the situation should have been less frightful.

One of the passions of the present age is, that a child *be* taught everything.

If the greatest plainness *be* characteristic of the greatest learning, he must be a very learned man.

How I wish that the work *were* done !

Milton, would thou *wert* living at this hour !

I shall walk out this afternoon, unless it *rain*.

Were all the year playing holidays, to sport *were* as tedious as to work.

Without adversity, a man hardly knows whether he *be* honest or not.

Though thou *wert* as huge as Atlas, thy efforts should be vain.

If education got by struggling to get an education *be* valuable Benjamin Franklin was at a great advantage.

Would that I *were* gone from all these scenes !

If drunkenness *make* sober heathen blush, how should it affect Christians !

Tho' thou *bray* a fool in a mortar with a pestle, yet shall not his foolishness depart. It *were* better to pretend not to see an insult, than to be guilty of wrong.

Would I *were* as steadfast as thou art, bright Star !

If solitude *be* thy portion, with what healing thoughts wilt thou remember me !

If he *despair*, he shall go mad.

If thou *leave* thy father, he shall die.

The trooper sits in his saddle as if he *were* a statue.

He will maintain the cause, though he *lose* the estate.

Wert thou to meet him, I know thou wouldst inform him.

It is requisite for all men that the mind and body *be* kept in action.

Were you to tell her you had seen him dead, this would be her comfort.

Lest the world *task* you to ask what spirit lives in me, forget me.

Though it *were* to be had simply for the asking, I would decline to ask.

If I *be* made to love and serve God, His love and service should be my chiefest concern.

Let him take heed lest he *fall*.

Though he *was* in the garden, I did not see him.

If he *be* slow of belief, he is honest and sincere.

Though it *is* hidden, I can see no cause for having it so.

Were they successful, the entire population would rise.

Maidens are ever caught like moths, as it *were*, by glare.

Nature pleads that only he *rule* that most resembles me.

If superstition have many direct sorrows, atheism hath no direct joy.

MESSRS. Isaac Pitman & Sons, 33 Union Square, New York, propose to issue a new edition of their "Complete Shorthand Instructor," which will be known as the "Twentieth Century." The rules have been entirely recast, and are arranged in what, it is believed, will be found the best order for teaching. A large number of new exercises have been introduced, so that the work not only contains complete and carefully graded instruction in the whole system, but a series of model exercises in every principle, and on the various lists of abbreviations. In order to display the new matter to the best advantage, and to allow of the engraving of the shorthand in one uniform, standard style throughout, a number of additional pages have been added to the work, making it a volume of 278 pages. The advanced style, for the first time, is so arranged as to give an orderly presentation of the abbreviated principles. The new "Instructor" is printed for Isaac Pitman & Sons, by Messrs. J. J. Little & Co., New York.



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"The Stenographer" is published in the interest of the Shorthand and Typewriting profession of the country; and all men, all systems and all machines will receive equal recognition in its columns.

The columns of "The Stenographer" are always open to correspondents. We shall be glad to publish matters of interest to the profession in all its branches. Communications should be addressed to the Editor, who is not responsible for the opinions of correspondents.

"The Stenographer" is a progressive journal, and the publishers will appreciate suggestions of improvement in any of its departments.

Issued on the first of each month.

Subscription: United States, Canada and Mexico, \$1.00 a year; other places in Postal Union, \$1.25 a year.

Advertising Rates furnished on application.

A GENTLEMAN who stands high in the profession writes to the editor as follows: "I wish to congratulate you on the continued interesting features which appear each month in THE STENOGRAPHER. You certainly have a carefully edited magazine and one that is a credit to the profession. I want you to know that I appreciate it very much."

We print this not so much for the purpose of expressing our pleasure at the kindly expression, as to point a moral which we would like to make, and that is that there are many people working quietly for the good of others, and for their own good, incidentally, who do not really know whether or not their work is appreciated, and that it is a great encouragement to such to receive a word of good cheer, occasionally, somewhat as our friend has done to us.

It is wise and helpful and productive of good, to encourage others in honest efforts to do useful work. We fear that there are too

few business men who properly encourage their employees, who say to them, after an especial effort, "that is a good piece of work; I thank you for your effort, I appreciate what you are trying to do."

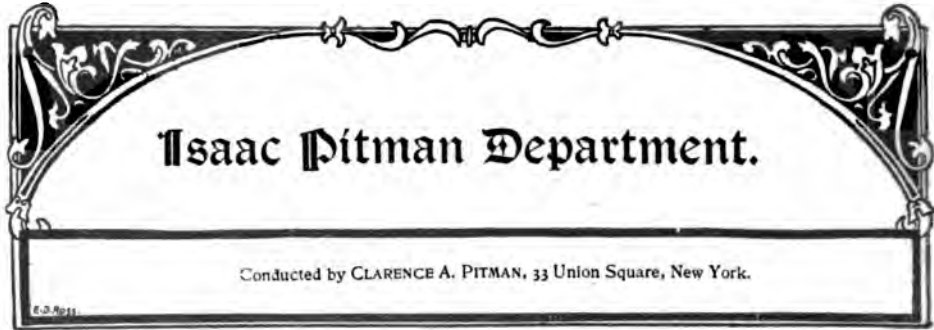
We are all of us so constituted that encouragement is necessary. Rewards of effort in the right direction are few at the best. The self consciousness of honest effort is not enough. We like to know that others recognize them.

We, therefore, trust that each of our patrons who employ others will bear in mind the help they may give them by acting upon this idea, and that each toiler in the great work of life may receive some encouragement as he goes along, that he may not have to wait until he closes his labors to receive the encouraging assurance of "Well done, good and faithful servant."

THE *Phonetic Journal*, for July 20, in an article by Alfred Kingston, "Why Americans make Our Typewriters," among several interesting ideas, says that the capitalist in America *nurses* the mechanical genius; takes the inventor by the hand, and, so to speak, runs him for all he is worth; that there are, perhaps, half a dozen typewriter inventors in the United States regularly salaried and under contract with the typewriter companies to let them have all the work they produce in the way of new improvements. The entire article is well worthy of perusal.

WE desire to call especial attention to the matter in the Department of Law Reporting for this month. Mr. Thorne is one of the few expert professional court reporters, who is also equally qualified to attend to the work of an Attorney-at-Law. We trust every reader of THE STENOGRAPHER will carefully note what Mr. Thorne says.

(Continued on folio 228.)



SINCE last reported, the Certificate of Proficiency for teachers of the Isaac Pitman Phonography in the United States and Canada, has been awarded to the following successful candidate: Miss Jennie L. Hale, 372 Pleasant Ave., New York City. This diploma, the examination for which, is based on a knowledge of the system as presented in the Isaac Pitman "Complete Phonographic Instructor," will be found very valuable in the hands of teachers of this system.

MR. R. S. TAYLOR, Official Court Reporter, St. Paul, Minn., writes: "Although a writer of one of the 'modifications' of the Isaac Pitman system, I claim, however, that the use of the latter and improved Isaac Pitman vowel scale gives me a better differentiation of outlines, and I have many arguments with my colleagues upon this subject. For instance, with the present Isaac Pitman vowel scale I can at once (without the aid of context) distinguish between 'at' and 'out', 'see' and 'saw', 'laws' and 'lease' (construction of the laws or construction of the lease) 'until' and 'at all', 'fall' and 'fill', 'by-laws, and 'bills,' and hundreds of other words which I need not mention at this time. I enclose a page of my notes so you may see how I write. I retain many of the Isaac Pitman principles, for instance adding dr, tr, and thr after the final hooks by lengthening the stems.

MR. WILLIAM HOPE, formerly of the New York Business Institute, has recently opened a thoroughly equipped and up to date Shorthand, Typewriting, Office Practice, and Bookkeeping School of 24 West 125th Street. The Bookkeeping Department is in charge of Mr. A. N. Fellows, an experienced business man, and an expert accountant. The name of the institution is the Harlem Commercial Institute. In the Shorthand Department Mr. Hope will use exclusively the "Twentieth Century" edition of the "Complete Instructor" and other books in connection with same.

Isaac Pitman's Complete Phonographic Instructor, 250 pp., \$1.50; a Phonographic Dictionary, with the shorthand forms for 60,000 words, \$1.50; Business Correspondence, Nos. 1 and 2, each 30 cents. Spanish Phonography, 101 pages, \$1.75. Pitman's 20th Century Dictation and Legal Forms, 256 pp., 75c. Published by Isaac Pitman & Sons, 33 Union Square, New York.

Key to Isaac Pitman Shorthand.

Reprinted from Pitman's 20th Century Dictation Book.

MESSRS. A. F. THOMPSON & Co., Bath, Me.

GENTLEMEN: Will you not send us an order for the insertion of the enclosed advertisement in the "American Boy"? You can send it to us direct, or through your agency (if you employ one), just as you desire. If your business is placed by an agency, we would be glad to have you ask them what they think of the "American Boy" as an advertising medium, and of its phenomenal success in its subscription department.

Please remember that we are spending thousands of dollars for advertising to secure subscriptions, and subscriptions secured in this way are of the greatest value to the advertiser, because the subscribers are used to answering advertisements. At the present increase in circulation it will be necessary soon to advance rates, and we will be glad to have your order for space at once. Rates are given on rate card herewith.

Yours very truly, (156)

MESSRS. I. JENKINS' SONS, New York, N. Y.

GENTLEMEN: We desire to call your attention to the fact that this is the season of the year when all large advertisers are placing their contracts for advertising of all kinds; and, knowing you annually spend thousands of dollars for this purpose, we desire to call your attention to our method of reaching the desired class wanted by the advertiser, at a cost of one-fourth of that now entailed by advertising in the daily press. We can put your pamphlets directly in the hands of parties who are likely to be of the most benefit to you, at \$3.00 per thousand, any kind. We think you will agree with us that this is a very liberal offer, and we trust you will take advantage of it and let us hear from you by return mail, and oblige,

Respectfully yours, (148)

MR. LLOYD A. CARROLL, Philadelphia, Pa.

DEAR SIR: Here are two facts that you cannot help knowing:

First: That the Cooper Co. have, in less than one year, and in spite of the unusually hard times, made the greatest business success of the century.

ISAAC PITMAN SHORTHAND.

Business Letters from Pitman's Twentieth Century Dictation Book
and Legal Forms.

BUSINESS DICTATION. 9

A. F. THOMPSON & Co., ME. x

1: 6-20) 7 6 2 5 1 2 " 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

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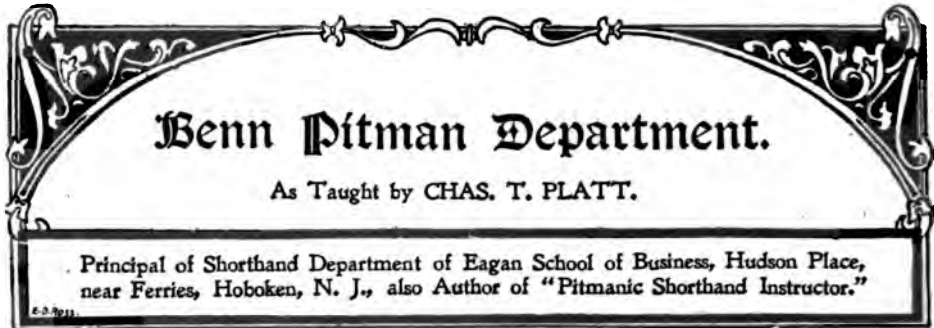
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LLOYD A. CARROLL, PA. x

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THE STENOGRAPHER.



Learning To Do One Thing Well.

WHAT the President had to say at Prairie View to the students of the Texas Normal and Industrial School was not new. Indeed, it admits of classification as a platitude, and as such it is likely to be passed over by the casual reader without the attention it merits. A platitude, however, is not necessarily contemptible. Some truths are so broad and indisputable that they cannot be presented in any other form, and yet their significance is so great that they merit iteration and reiteration until they burn themselves into the consciousness of every one for whom they have interest and value. What the President said was:

What we want more than anything else, whether we be white or whether we be black, is to know how to do something well. If you will just learn how to do one thing that is useful better than anybody else can do that one thing, you will never be out of a job.

This is as good advice as could be given to the young man ambitious of success in life. If the story of a majority of successful lives could be told truthfully, it would surprise us to learn on what small pivots great events have turned. It would be seen that the basis of success has usually been thoroughness in doing some small and relatively unimportant thing. The opportunity for attaining conspicuous excellence in something is open to every man at some period of his life. It does not demand exceptional talent. He is favored at every stage by the fact that those with whom he is in competition give him every opportunity to excel them, to take up duties which they are extremely glad to neglect, and to seize opportunities which seem to promise them no immediate advantage. A young man does not need to be a genius to make himself invaluable to an employer.

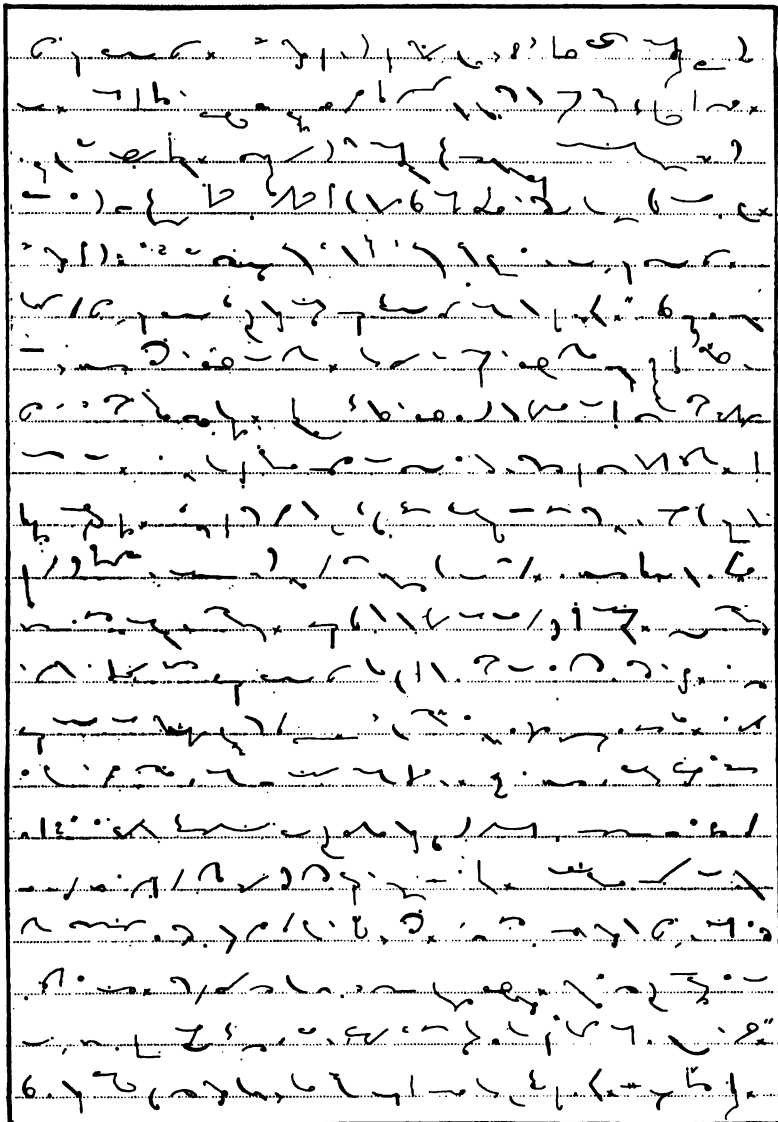
He can do this by being thorough in the things which others consider negligible.

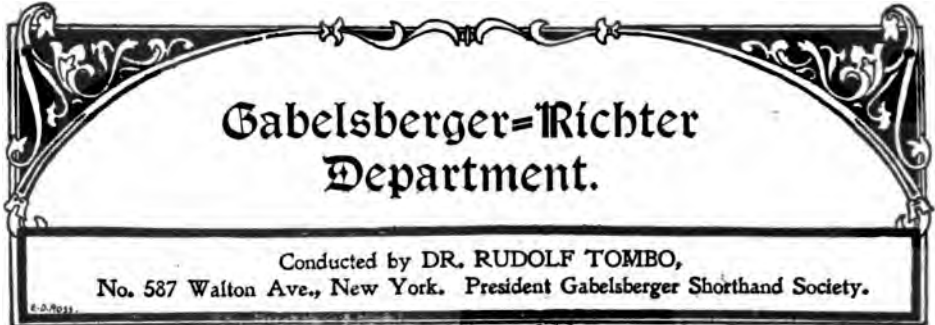
Among employers of labor the discovery of a man who can do one thing well, even though it be a small thing, is always a source of satisfaction. The man who can do "anything" in the perfunctory, half-hearted way which is characteristic of the average employee, is about as useless material as he can find. The world is full of such misfits, who never get anywhere and never deserve to. On the other hand, the young man who, in reply to the question, What can you do? is able to reply that he can render one useful service better than it is usually rendered, and can make good his statement, generally gets a chance to mount the ladder which leads to where there is always plenty of room—the top.

In his own conspicuous career in public life, Mr. McKinley has furnished an object lesson which is full of instruction to the ambitious. He made himself an expert President by learning how to endear his friends and conciliate his enemies. Very much greater men have made, and would make, far less successful Presidents. Perhaps his most useful accomplishment is in knowing how to meet an attack in such manner that the man who wants to quarrel with him feels as if he had "fallen into a bank of roses." This is a better qualification than most Presidents have brought to the office, and we have no doubt it accounts for the fact that he is not "out of a job."—*New York Times*.

MR. L. J. WEICHMANN, of the Anderson Business School, Anderson, Ind., writes as follows: "Mr. Chas. T. Platt, Egan Shorthand School, Hoboken, N. J. Dear Sir: I wish to congratulate you on your splendid dictation book. I shall adopt it this fall in my school."

BENN PITMAN SHORTHAND AS TAUGHT BY CHAS. T. PLATT.





NOTE.—The pamphlet, "The New Era of Phonography," as well as the circular, "A Practical Lesson in Graphic Shorthand," explain the general principles of Gabelsberger system. I shall be pleased to furnish these publications free of charge to any reader of THE STENOGRAPHER who wishes to form an idea of the system.—*Dr. R. Tombo.*

Corresponding Style.

A NATIONAL UNIVERSITY.

It is hardly to be assumed that the recent action of the National Educational Association has disposed of the question of a National university. That would not have been the case had the action of the association been never so deliberate. Since it was not deliberate at all, but hasty and ignorant, it will not have much influence except on the reputation of the association. The report of the committee on the subject, which the association refused to accept, though not one in a score of the members voting had read it, will have far more weight with the public than the unthinking and foolish course of the association.

The report, as our readers are aware, is opposed to the creation of a university supported by the Government and under Government control. It approves, on the other hand, and very strongly, a plan by which use can be made of the Government collections for the promotion of higher education, but without dependence on the Government. The chief objection to a National university as a Government institution is that there is absolutely no need of it. To be perfectly frank, the university supply at the present time decidedly exceeds the demand. It will, in all probability, continue to exceed it for a long time to come. Doubtless the demand will increase; but so will the supply. Every institution of nature is bound to expand in a degree quite proportioned to the real need, however that need may grow. New ones may be added. The chances are that they will be added superfluously. What we really require is not so much additional quantity, but a better quality of university. We can stand any amount of probable improvement. It is much better to seek it than seek increase.

Reporting Style.

Even if we required more universities, the Government is not in a position to give us what we require, and will not be for many a long year. The danger in this direction—

one to which all sensible students of education are keenly alive—is politics. It is not merely spoils politics, though of that there would be a fatal amount. It is that the appointing and regulating power of the Government is and must be in the hands of men who could not use it properly in this kind of work. With the best intentions—which probably they would not have—they would not have the knowledge and the judgment essential to success. They cannot have those qualities. They are neither born nor bred to them. Their training has been in other directions, and for the most part in quite inconsistent directions. There are not more than two men in the present Cabinet who could even pretend to an intelligent conception of the task; both of them know too much to undertake it. Moreover, and this is the conclusive fact, a university cannot be made by law. It must be a growth. Those we have are so. Those, even the Government-made universities that exist abroad, are so in the sense that the statesmen who have had to do with them have left them usually their entire independence. Even so, they have at times been in great peril. * * *

We hear much of the need of a Government university to "crown the National system of education." There is no such system, and lucky for us it is that there is none. Apart from the schools that have grown up in neighborhoods, or under State control, there have been developed certain institutions in the line of universities. They are National in the sense that they are the outcome of the National feeling and opinion regarding higher education. But they are not Governmental, are not dependent on the National Government, are not guided by it, any more than the so-called "lower" schools. Education, in short, in the United States is a free development, and its strength and vitality are due to that fact. A university would not "crown" the system. It would exist apart from it, and its chief effect would be to "meddle and muddle."

There is no real danger of such an experiment, so far as we can now see. If there were, the report of President Harper's committee of the National Association would go far to counteract it.—*The New York Times Saturday Review, Aug. 3, 1901.*

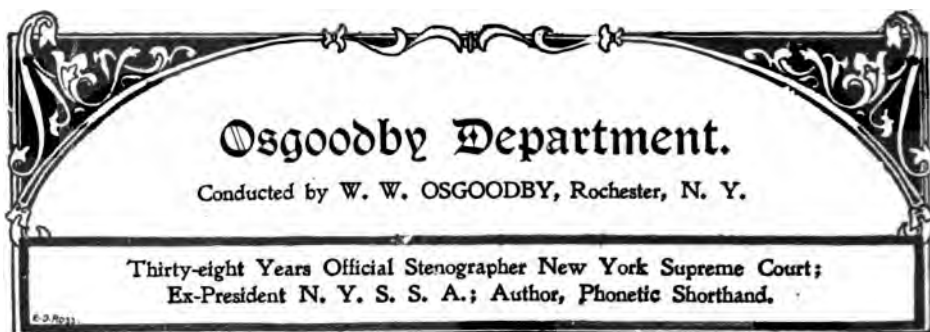
THE STENOGRAPHER.

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GABELSBERGER-RICHTER SHORTHAND.

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Mont Blanc.

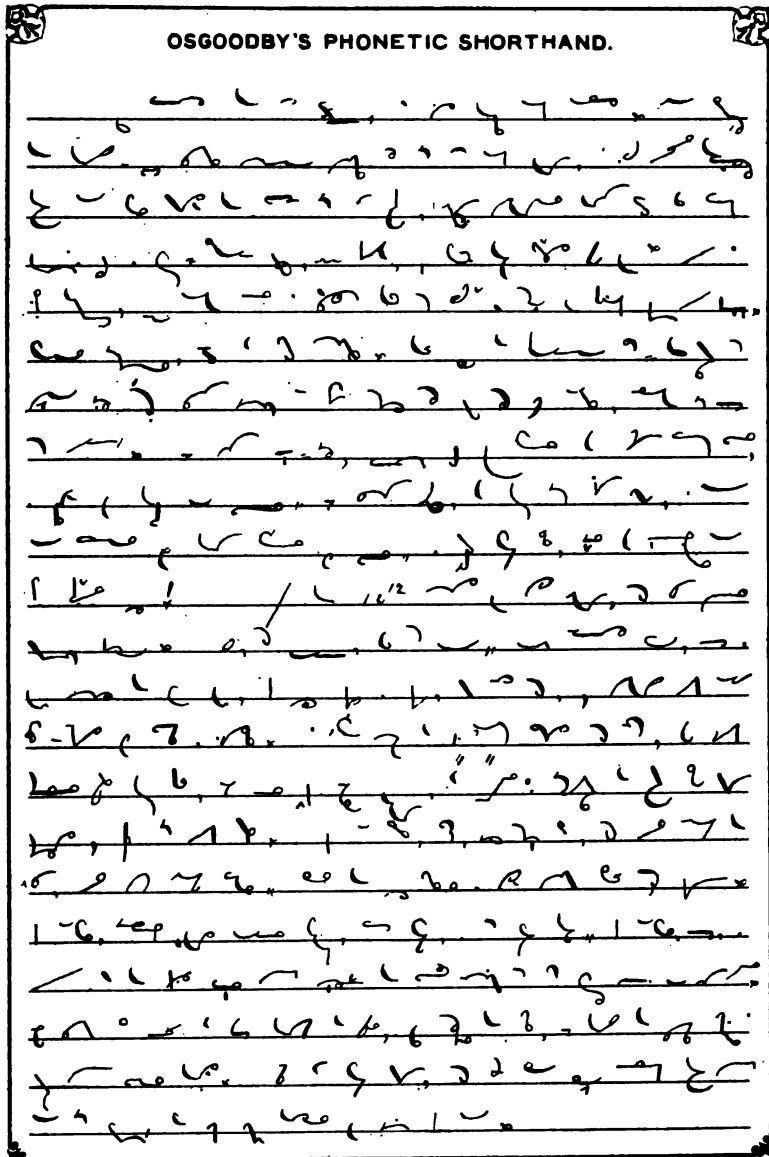
AFTER the glimpse of Mont Blanc, all else fades into insignificance. The long spurs of the forest crowded slopes making ladders from its white height to the valley, the shining rivers of glaciers falling in frozen billows of green and white light between them, the pastoral loveliness of the little plain with its quiet farm houses, and flower-sprinkled pastures—what are they, but the farming of that priceless gem above? They are the setting of the picture, and Nature never commits the solecism of making her shrines too ornate for the divinity to whom they are dedicated. Everything is harmonious, and blends with the principal impression. Even the sound of the tinkling sweet-voiced bells from the lowing herds wandering slowly homeward in the twilight remains always part of one's pleasure in the place! and is never heard again without recalling it. And the little goatheards, clambering down after their flocks with shrill, clear cries and yodels that fade away among the crags; and the small shepherdesses, with fair hair tightly braided, knitting their long stockings as they follow the flocks through the grass; and up and down the village streets, the guides with cock's feathers in fall Tyrolese hats!

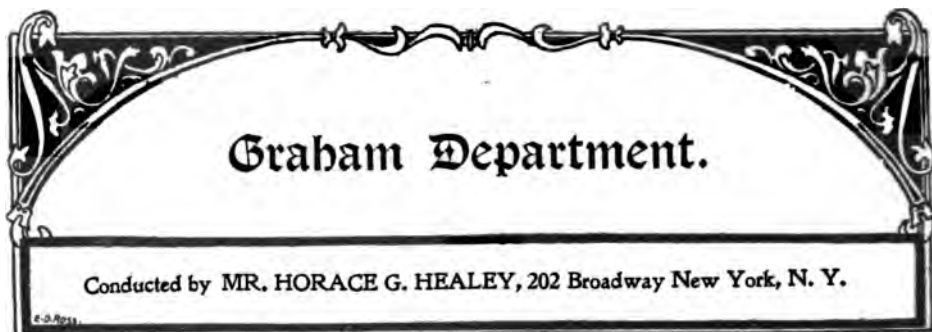
For ten or twelve miles' after leaving the

valley, one still looks backward at the mountain. First, from one angle, then from another; now a glimpse only, again a few moments of full view, it moves to left and to right, before and behind one, as the loveliest road in the world twists and turns through gorges and hillsides. The awful mouth of Tete Noire swallows one awhile, then the road zigzags upon itself four different times, until it comes out a thousand feet above the valley, with the cataracts and whirlpools of the boiling stream below as motionless as the dusty white road beside it. But in the steepest, the wildest, the most remote spot, wherever there is an inch of soil, there is also the inch of cultivation, signs of human presence and loving labor soften the sternest outlook. At intervals, the exquisite valleys enclose thrifty, clean villages, and wide fertile fields; at intervals, again, a rare bit of desolation glows like a mosaic of crimson and amber from the wild flowers growing among the yellow rocks. A southern slope is covered with the elegant foliage of the chestnuts, those aristocrats of trees, and a forest of arches drapes the path like curtains of lace. And just beyond the village below, one sees a single snowy cascade falling like a long white plume over the dark brow of the mountains that hem it in.

Osgoodby's Phonetic Shorthand Manual, \$1.25; Speed-book (without key), \$1.00; Compendium, for the vest-pocket, 50c; Word-Book, \$1.50; The Great Moon Hoax (engraved shorthand) \$1.25. For sale by The Stenographer Printing and Publishing Co., 408 Drexel Building, Philadelphia, Pa.

OSGOODBY SHORTHAND.





If I Were a Student Again.

IF I were a student again, and on September 3rd were to begin the study of shorthand what would I do? Well, if I were as inexperienced as I was fifteen years ago, constituted mentally and physically the same as then, I should no doubt duplicate the work of that period. But, guided by the light of subsequent experience, varied and severe, I can see where I might have been saved many a sharp corner and bitter trial, and I almost wish that I might begin over once more; for where could I not do better! And so what would I do?

I would be sure that I was *ready*. If I were not, then I would *get ready*. I should be *absolutely certain* that studying shorthand was the very best thing for me to do, and then I should roll up my sleeves, pick up the sledge hammer of earnest enthusiasm and I would smash every shorthand problem, task or trial that might come my way. Shorthand would be my servant from first to last, *not my master*.

I would serve notice on my teacher that he might draw on me "at sight," for all my time, my strength and my ability. I would "honor" every draft; that I was a firm adherent of the faith of reciprocity, and would expect him to do the same; that I had paid my hard earned money for the privilege of his guidance and I should expect him to keep me on the "main line" with a clear track ahead—no "way freights" in the shape of indolent, careless, indifferent, cigarette-smoking youth who might be in my class were to cause delays. I should expect him to use his red lantern just as soon as he discovered that I had a tendency to run on to a side-track. I should agree with him to do the work, and he to "O. K." it. Then for business, to *read*, to *study*, to *learn*, to *master*. Reviewing would be my fortress and stronghold while studying my text-book. I should endeavor to master *principles*, and not *commit to memory* outlines. I should look upon an outline as the proper phonographic *spelling* of a word, and not view it as a *picture* representing a word as zodiacal signs represent the heavenly bodies. I should do this so that I might be able to write unfamiliar words and not be limited simply to the vocabulary of my text book. I should try to

be reasonable and remember that my text-book does not contain all the words of the English language, neither could I have the same words over and over again; but that I must make each my own when it is assigned to me and that aside from my *review* I would not "pass that way again." I would say to each word, "possibly the next time I meet you will be in the busy business office, but I will recognize you as an old friend." (The writer waited seven years before he was called upon to write the word "perniciousness" and he wrote it as easily as he would had it been in daily use but with the most pleasurable delight.) In all things I would have *method*. Southey says, "Order is the sanity of the mind, the health of the body, the peace of the city, the security of the state. As the beams to a house, as the bones to the body, so is order to all things."

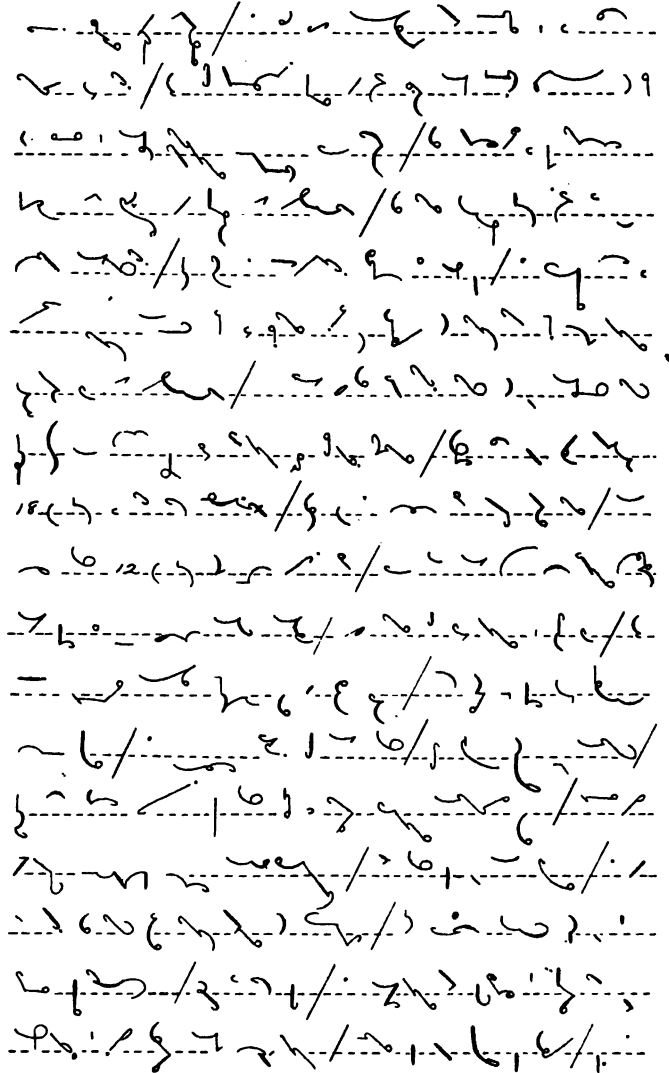
(To be continued.)

KEY TO GREAT MODERN PRESSES.

—carrying stereotyped plates, which printed it on both sides. The sheets were not entirely severed by the cutters, but were simply perforated after the printing. They were drawn by accelerating tapes, which completely separated them, into a gathering cylinder so constructed that six, or any desired number, of perfect papers could be gathered one over the other. These, by means of a switch, were at the proper moment turned off onto sheet flyers, which deposited them on the receiving board. This press for the first time did away completely with hand labor in the process of printing. It was therefore, the beginning of rapid printing as that term is understood to-day. The only duties men were required to perform in connection with it were the starting of the press, watching to see that its work was performed properly, and taking away the papers after they were piled flat on the receiving board.

When the first of these web perfecting presses was put into successful operation it was said that there was no limit to its speed except the ability of the paper to stand the strain of passing through the press. This statement seemed to be justified by the

GRAHAM SHORTHAND.

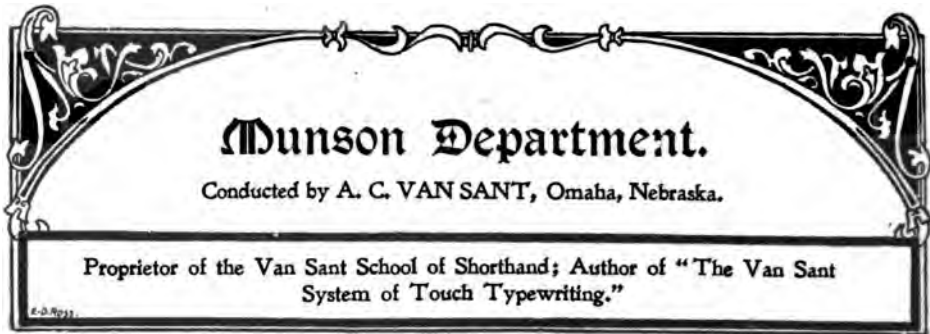


fact that 18,000 an hour were printed from a single feed-board. This was, however, the maximum speed obtained by this press. In most offices 12,000 an hour was the actual running speed.

One feature in the latter improvement of the web press illustrates the way in which the demand has acted to stimulate invention in this field. The first press did not fold the papers, but delivered them flat. They were given to the carriers in rolls, and it was left to those who sold them to fold them. Here was a chance and a demand for a time-saving mechanical device. The newsman wanted the folding done in the offices. At length a folder was devised and put in operation. It was found immediately that men hurrying to

their offices or trains would purchase the folded papers in preference to the others. Of course such an advantage of competition could not be allowed to remain in the hands of a single publisher. All the offices had to put in folders. The advantage of combining this operation with the others performed by the press was clearly apparent. And so one more function was added to the already complex duties of the printing machine.

So it has been with every advance. The enlargement of papers by the addition of supplements or odd pages brought about the necessity of pasting or stitching these pages into the main body of the paper. A press had to be devised to do this work. To-day the— (To be continued.)



Game Laws.

THE releasing of live game, illegally taken, does not interfere with the legal right or title of the person so holding it. Accordingly, it was *held* that the defendant, a game warden, without process from a proper court, was not liable to the plaintiff for releasing a moose from his possession; it having been captured by the plaintiff at a time of the year when it was unlawful to hunt and take moose. Syl.

Damages were claimed for preventing the plaintiff from doing an illegal act, which, if done, would have been criminally punishable, and the court say: It is difficult to perceive how the prevention of an offense constitutes a valid cause of action on the part of the would-be offender, who is interfered with in the commission of his intended offense. It is still more difficult to understand how any damages can have been sustained by reason of such interference." *Railroad Co. v Smith*, 49 Me. 9.

Suppose a hunter has his rifle leveled at game in close time, and some one shoves it aside so that the game is missed. Shall the hunter have damages? He has only been prevented from continuing a criminal act.

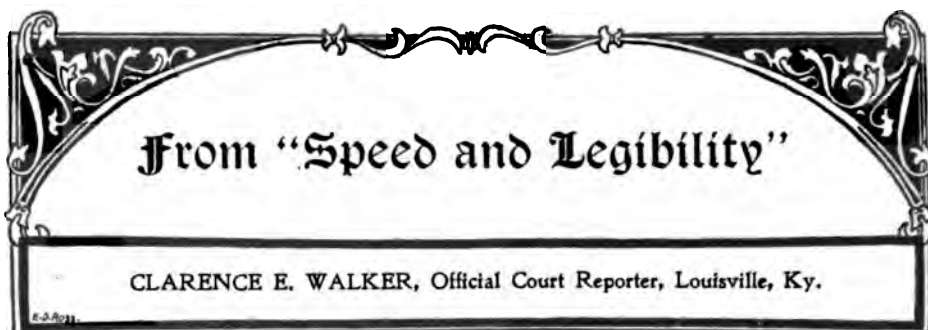
Suppose lobsters illegally taken are thrown overboard alive. Is he who does it a trespasser? Shall the taker of them have damages for his illegal catch? Or suppose one lands a salmon in violation of law, and a bystander, while it is yet alive, throws it back into the water. Shall the fisherman have the value of the salmon that the law forbids his having at all? When game is killed, it absolutely becomes property, but, when taken alive, only conditionally so; for, when released, property in it is gone.

So long, then, as the possession of live game is illegal, qualified property in it is illegal also, and the releasing of such game interferes with no legal right or title of the person illegally holding it captive.

The plaintiff's possession of the moose was *prima facie* title, but when it appears that his possession was gained in violation of law, it cannot be that the same law will say that his illegal act gave him a legal title; and if he had no legal title to the moose he has suffered no damages from its being set loose.

The plaintiff's illegal act prevented the moose from becoming property at all. Not so with the illegal act of a thief who may have stolen a coat; for the coat was already property, and had an owner, who alone could lawfully take it from the thief. The public, whose servant the defendant was, stands in the place of the owner of the coat. Care should be taken, therefore, not to confound the doctrine of this case with the well-settled rule of law that possession of property is a good title against everybody but the true owner.

Rev. St. ch. 30 Sec. 9, provides: "No person shall in any manner hurt, kill, or destroy any moose, under the same penalty," of \$100. The plaintiff followed the moose in the forest until it became snow-bound, and then, by the use of a rope, tied it to a tree, and finally bound it upon a sled, and hauled it some 15 miles to his home, where he confined it until it was released by defendant. * * * * The purpose and scope of the statute is to give moose absolute immunity from the vexations of men during a portion of each year deemed by the legislature necessary for their preservation and protection, and to prevent their decimation and extinction. The defendant's act, therefore, was meritorious, and in the aid of the purpose of the statute.—*James v. Wood*, 19 Atl. Rep. 160.



and he said he was afraid he was going to be arrested, and he sat down and took a number of bills he had in his pocket, and I asked him why he was afraid of being arrested, and he said just simply because he might be arrested. That was the first conversation I had with him after the shooting that I remember of.

Cross-examined by Mr. Owens :

Q. How long have you lived in Frankfort :

A. I came here, I think it was in the latter part of 1896 or the first of 1897.

Q. What were you engaged in? A. I was here sometime before I went in the Auditor's office, and I was afterward engaged in the Auditor's office.

Q. What time of day did you tell us it was that you saw James Howard? A. Along in the afternoon, I think it was after the soldiers came in from Lexington, and I think they came in on the 3.04 train in the afternoon. It was after that time.

Q. What is your best judgment about the time you saw him? A. I could not say, but it was between 3 and 4 o'clock.

Q. Where did you see him then? A. In the Agricultural office, the first time I met him was in the Agricultural office.

Q. What conversation did you have with him at that time? A. I walked up and shook hands with him, I think, and said I was surprised to see him, or something, and asked him when he came and he laughed and said, "Oh, I have been here a week or so." Or something to that amount, and I told him I had never seen him and he said he knew that. That was the only conversation I had with him in the office at the time.

Q. That was all? A. Yes, sir.

Q. When did you see him again? A. He walked on from that office over to the Executive building.

Q. What took place there? A. After we started and got along there by the mail box we were still talking. I don't remember what was said and I looked up and said, "That window is where they say Senator Goebel was shot from," and then he made the remark about the slat.

Q. What was the remark? A. He turned and said, "Do you see that picket off the fence and a paper this side of it?" I said "Yes, what about it?" and he said "Nothing," or ask no questions about it, or something like that.

Q. What did he say? A. I think he said ask no fool questions about it.

Q. Where was that slat you speak of? A. In the fence over there. I could not, from here, just tell you where it was. It is on Lewis Street. There was a slat off of that fence as you go up, and it was just about between Kagin's place and the building next to it, along there.

Q. It was an iron slat? A. Yes, sir; an iron slat off of the iron picketing.

Q. There was a slat off there, leaving a right smart little space there! A. Yes, sir.

Q. Enough for a man to get through? A. I would think a man could get through.

Q. That is on Lewis Street, between the corner of Broadway and Lewis and the Executive Building? A. Yes, sir; along up on that street.

Q. About how far from Broadway? A. Twenty or 30 or maybe 40 steps up there. I could not tell you the distance. I never thought about it.

Q. You have a pretty good idea? A. I could go to about the place.

Q. Is the opening still there or has it been closed? A. I think the picketing has been put back in there.

Q. You think it was 20 or 30 steps up from the corner? A. It was between those buildings. There is a sort of an alley, and I think it rather fronted the alley, between the two buildings.

Q. When you asked what about that, he told you to ask no damn fool questions or no fool questions? A. An answer of that kind.

Q. Then did you separate? A. No, sir; we walked on into the Secretary of State's office.

Q. Did you have a conversation with him in there? A. I had a conversation about the cartridge, as I stated this morning.

Handwritten notes in a cursive script, likely a mix of English and another language, possibly Hebrew or Arabic. The text is written on lined paper and includes various symbols, numbers, and words. The notes are organized into two columns, with some lines starting with a large 'X' or 'Y'.



CLARENCE E. WALKER.
OFFICIAL COURT REPORTER, LOUISVILLE, KY.
Author of "SPEED AND LEGIBILITY."

**Benjamin Stanley Banks,
L. L. B.**

THE sudden and unexpected death of Mr. Banks came like a shock to his many friends in Philadelphia and elsewhere.

With his family he had started on his vacation, but being taking ill on the way he stopped over at Boston and went to a hospital, where his illness grew worse, assuming typhoid characteristics, and he passed away peacefully. His remains were brought back to Philadelphia and his funeral was attended by a large number of the members of the shorthand profession from neighboring cities.

Mr. Banks was the founder of a successful school of shorthand, which will be continued on the plans which had been thoroughly elaborated by himself.

As the editor of *THE STENOGRAPHER*, we knew Mr. Banks intimately. In fact, he was admitted by us to membership in the old Philadelphia Stenographers' Association, upon a very favorable personal examination as to his proficiency. He was a scholar and a gentleman, a member of the Philadelphia Bar and one of the most enthusiastic and successful of shorthand teachers.

The text-book he used was his own edition of "Analogical Syllabic Shorthand," prepared by the Editor of *THE STENOGRAPHER*, supplemented by Mr. Banks's own ideas, and his special, original and instructive lectures.

PROFESSOR James F. Willis furnishes this month in his Department of Practical Grammar, an article on the *Subjunctive*, to which he has given nearly a year of preparation. While some few of the quotations may be found in Professor Willis's other books, his scheme of treatment is altogether new. The proper use of the subjunctive is one which is not easily mastered without a pretty thorough acquaintance with the construction of the English sentence. Professor Willis says: "The ability to analyze the sentence is the foundation of all accurate

grammatical knowledge," and when one considers how little time is devoted to this subject in the schools and even after graduation, it is not surprising that so very few are masters of the subject.

THE meetings of the various Stenographers' Associations at Buffalo were very successful, and we regret that we have not the space this month to give full particulars. The National Shorthand Reporters' Association elected, as officers, the following:

Reuel Small, one of the official reporters of the House of Representatives, President; Louis E. Schrader, Wheeling, W. Va., first-vice-president; Clarence E. Walker, Louisville, Ky., second-vice-president; Miss Frances A. Hoover, St. Louis, Mo., third-vice-president; and J. D. Campbell, Spartansburg, S. C., secretary-treasurer. The election of the important Committee on Legislation resulted in the choice of Charles Currier Beale, Boston, Mass., chairman; E. V. Murphy, Washington, D. C., Charles F. Roberts, New Haven, Conn., Buford Duke, Nashville Tenn., and Clayton C. Herr, Bloomington, Ills.

✻
The Pennsylvania Stenographers' Association elected:

Col. Henry C. Demming, President; Arthur Head, Vice President; Taylor McBride, Vice President; Samul B. Foight, Secy. and Treas. J. Newton Rhoads, Librarian; Executive Committee; George E. Simpson, Thomas F. Crean, Joseph E. Patterson, J. Frank Beatty, A. D. Mornes.

✻
The New York State Stenographers' Association elected: President, Sidney C. Ormsby, New York; vice president, Chas. H. Bailey, Buffalo; secretary, George A. Murray, Albany; librarian, M. Jeanette Ballantyne, Rochester; executive committee, John P. Martin, New York; John C. Uhlein, Watertown; T. R. Griffith, Rochester; H. W. Thorne, Johnstown.

MR. CLARENCE E. WALKER has just published an interesting and valuable book entitled "Speed and Legibility." We give a specimen of the shorthand notes, with key, in this number. Also a half-tone photograph of Mr. Walker, who is one of the leading official court reporters of Louisville, Ky.

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VOLUME XVI.

PHILADELPHIA, NOVEMBER, 1901.

No. 10.

William McKinley.

(Oration delivered at Masonic Memorial Services, Masonic Temple, Trenton, N. J., September 19, 1901, by Kendrick C. Hill.)

Against the background of the Past
 Three figures loom,
 Unheeded of encomiast,
 Unheeded of iconoclast;
 Fixed as the dooms.
 Though sculptors, painters, poets strive,
 And statesmen plan,
 There is no art that can contrive
 A monument which will survive
 These simple men.

Let but the truthful tale be told,
 And far above
 The reach of Time's obscuring mold
 A grateful world will ever hold
 The names we love;
 Let Truth the purposes proclaim
 Of them, her sons,
 And man will bid his servant Fame
 To keep forever bright the names
 Of Lincoln, McKinley and Washington.

* * * *

Thus has the name of McKinley been made, by perhaps universal approval, the third and last link in a chain which comprises a trio of statesmen, rulers and liberators, which civilization will ever hold in perpetual honor. Three men who proved themselves the signal benefactors of posterity. In the course of human events these three men have been, at stated intervals of time, the three leading field-m Marshals of Almighty God in this western world, for they all had faith in the eternal justice and truth and the boundless mercy of Providence and made the golden rule of Jesus Christ the practical creed of their lives.

Let us consider, briefly, what it means to link a name with those of Washington

and Lincoln. No man ever trod the globe who was the equal of Washington, with the single exception of "Him whose blessed feet were nailed for our advantage to the bitter cross." Washington was declared in his own day to be "First in war, first in peace, and first in the hearts of his countrymen." One hundred years after his death he is even more than that, for he now ranks first in the hearts of all mankind. On the temple of human greatness his name is engraved above every other name. Underneath is inscribed the name of Abraham Lincoln—a man born and reared in a cabin; as he himself stated, of defective education—less than one year's schooling; a hired hand on the boats of the Mississippi; and yet chosen of God, because of his sublime qualities, to guide the nation through a great civil strife, whose war darkness for four transcendent years he lit up by his genius, from horizon to zenith, and then suddenly departed at the dawn of peace, at once the martyr and the miracle of American history.

And when William McKinley issued the edict, in the name of suffering humanity, which released white and black slaves alike, from foreign shackles and thrall-dom, in the Island of Cuba, he moulded the third link of this chain, which he cemented for all time to the other two

THE STENOGRAPHER.

links of this highly honored trio, by his stainless public and private character and life, combined with the pathetic yet hallowed grandeur of his death, in the heaven-born exhibition he displayed while a week at death's door, of a submissive and sweet Christian spirit.

Thus we have before us these three great benefactors of mankind: Washington, the founder of liberty; Lincoln, who, through the abolition of slavery, gave to liberty a higher and nobler interpretation; and McKinley, whose name will endure the test of Time with theirs, because through him, and by him, was wrought that "more perfect union," of which the preamble of the constitution spoke, as framed by our wisest men more than a hundred years ago. With a love for humanity as great as theirs in his heart, and with the grace of God ever upon his lips, the wise and noble fruits of his world-wide labors accomplished, William McKinley died as he lived, the crowning glory of his time—the ornament of the opening 20th century.

All three of these men were truly great, for their successes were never won at the expense of honor, justice, integrity, or by the sacrifice of a single principle.

Not long since some of us, peering through the portals of the 20th century city of light, gazed in spell-bound admiration and awe upon man's greatest work,

and then journeying to Niagara Falls, nearby, looked upward into the soul-inspiring face at Nature's greatest wonder. However, we could but admit that the great glory of Niagara was the practical utilization by man of its "thundering sides" in the electrical illumination of the Pan-American Exposition. Little did we dream that that magnificent illumination was set to be the funeral pyre of William McKinley. Thus do the unforeseen and the invisible mysteries unravel, though we never seem to learn the true import of their warning lessons.

But William McKinley did, and as he lay on the brink of eternity he could sing in deathless song, with the poet Whittier:

I hear the solemn monotone
Of waters calling unto me;
I know from whence the airs have blown
That whisper of the Eternal Sea.

As low my fires of driftwood burn,
I hear that Sea's deep sounds increase.
And, fair in sunset light, discern
Its mirage-lifted Isles of Peace.

The world has laid our beloved Chief Magistrate away in the tomb this day, and as we mentally turn away from the darkness and gloom of that grave to-night I can only say, in the language of Shakespeare—and not for the sake of poetic fancy do I say it, but sincerer words I never spoke:

Good-night, sweet prince, good-night,
And flights of angels sing thee to thy rest.

Rings In Our Noses.

No. 3.

WILLIAM ROSS.

IT is unquestioned that the mature and enlightened judgment of an educated people is capable of establishing and maintaining an opinion whether or not it is best to submit to the dictations and wishes of other people, taking the chances of fate and the doubtful results of personal endeavor by so doing, reaping thereby whatever the gods might see fit to dispense. And yet, we are very apt to follow where others lead, or adopt their

methods, merely as a token of our appreciation of their superior wisdom and well developed judgment, complementarily expressed and freely given. The fact is, many of us are too much afraid of ourselves and deny possessing anything more than a mediocre intelligence. We form adverse opinions by preference or compulsion, often the latter. No man *always* insists upon following the conclusions of his own judgment, no matter what his position in business

or society may be. Even the millionaire merchant is actually obliged to submit to many demands upon his time and check book, when by so doing he feels as if he was losing his self-respect and violating his rights. He goes home after a long day's devotion to business or unravelling the intricacies of knotty problems of large financial bearings and is informed by his wife that Mr. and Mrs. Cash, near neighbors, had sent in their card with the hope expressed thereon that they might have the pleasure of finding them at home after eight and would take the opportunity of bringing along the three little Cashes who were soon to "tour Europe" and wished to bid their formal adieus. There was no escape. They came, dined, wine, were sumptuously entertained, ordering their carriage at 2 A. M. and were greatly surprised over the unexplainable flight of time and hoped they would have the delightful pleasure of seeing the merchant and his charming wife at the "grand opening" of something or other in the coming fall. The poor, unwilling victim goes to bed with a tearing headache, awakes in the morning altogether too soon, in very bad humor, and resumes, after his coffee and rolls, the terrible routine, treadmill duties which confront him "down town." There are thousands of men enjoying just such exactions,—led by the nose,—and no system of preventives by which they can escape, are ever found.

George Wharton Ellis, whom the world knew twenty-five years ago as one of the ablest financiers on Wall street, was never known to smile. He said that he never had occasion to. The opportunity was only in the abstract. Theoretically he laughed but no one heard him, not even himself. His surroundings prevented any exhibition of merriment or pleasure, and as for genuine, blissful hilarity, he knew not its meaning. His wife made him come home early and read her to sleep. This occupied, on the average, over two hours, and being a man of a somewhat nervous temperament, superinduced by a multiplicity of conjugal infelicities, amusements were unknown to him, theatres and operas he seldom at-

tended, although naturally turning in that direction, and public meetings of all kinds he absented himself from,—why?—because his wife did not approve of such gatherings, and thought he was better off at home, where she could have an eye on him.

He finally died, one dark, stormy day in mid-winter, evidently to his own infinite delight. It was apparently the happiest day he had seen for many years, since boyhood gave to him the privilege of barefooting it over the old Berkshire hills where he first saw the light of day. Having no children, his entire wealth slipped into the waiting lap of his widowed relict, who "starred it" in her own steam yacht on the Mediterranean during the season immediately following the demise of the patient old gentleman who did her chores and entertained her callers. He was daily led to death by his wife and when the grim messenger came in sight, he was welcomed as a dear guest. The public, or rather that portion of it that comprised his close customers and with whom he had business relations mourned his untimely "taking off" and deplored his fate, knowing the misery which was his daily companion for so many years.

A good natured, ruddy-complexioned, steady old bachelor of Albany, whose chief ambition was centered in making other people happy, carried his good intentions so far that the demands for him for post-prandial speeches and all general jollifications were so numerous and pressing that he broke down under them and became a wandering, decrepit old tramp of the pure dusty species. His friends held the rope that was attached to the ring, and led him, inadvertently perhaps, into a life of careless ease and biting poverty, which has but one end.

Charles D. Ferris, the inventor, was brought up on a farm in Maine. His boyhood was passed in such a manner that it was very difficult for him to tear himself away from the cows and the hens and the newly laid eggs and pumpkin pies, to take up the solemn work of calculating, studying and experimenting at Cambridge. Nature had endowed him with a peculiar aptitude for making work

easier and saving time. Some of his inventions were so simple that he was ashamed to take money for them, but he was the first man to materialize the thought and put the idea into tangible and working shape and he was therefore entitled to their full value. Their very simplicity was the secret of their popularity, and large sales followed accordingly. Contrary to the usual fate of inventors, he accumulated a fortune,—being prudent and of good, common sense—and it was long his chief desire to quietly retire to the little village which lay hidden in a narrow valley many miles from any railroad, where he had passed the pleasantest and happiest days of his life, and with his books and gun and fishing tackle, live them all over again. But he couldn't. He was needed in the hundred and one enterprises that were the offspring of his genius, in the Societies that were formed under the magic influence of his wonderful personality and by the studious, ambitious younger element of the community who walked in his footsteps and watched his every movement, hoping thereby to catch some of his inspiration; so he plodded along in just the opposite direction from where his wishes and inclinations pointed,—led by the many strings that were attached to the ring that he had voluntarily placed in his own nasal organ,—and finally stumbled one day and fell into the great whirlpool of men who were struggling and fighting to overcome each other in the crowded, congested business center of lower New York. Down in that peaceful valley in his dear New England, where the water is bubbling and dripping and murmuring everywhere and the great horned cattle are lying asleep, hidden among the huge stems of the burdock, so still, so quiet, so strangely familiar to the boy who meets once more his youth whom he left so many years ago, rests at last the man who was never really happy, for he always carried with him that terrible fever of discontent, born of homesickness, and yet he could do nothing different. He had often dreamed of the dusky woods in the distance and farther yet the slope of the wide plain flushed with the delicate

crimsons and deep lilacs that blend in that soft, melodious hue for which there is no name,—a hue that glows in northern skies at sunset and when the sweet, silent winds sweep up the dewy scents of mosses and of leaves and of wild hyacinths, and during such moments the vagaries of the brain served a good purpose.

Genius is oftentimes but a poor fool, who, clinging to a thing that belongs to everybody but himself, lives on a pittance and dies in a hospital; unless willing to be led along by a power that he cannot resist, he gives his time and talent for a few years leisure in a brown stone front and dines on the best that the earth gives, then Genius thrives and receives its recompense.

We all have rings in our noses.

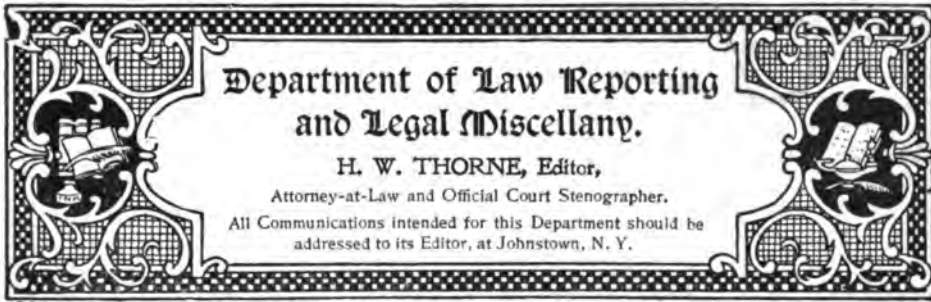
Notes.

MR. HAROLD B. RUSS, a recent graduate of the Bangor Business College, has accepted a position with the Great Northern Paper Company, of Millinocket, Me.

MR. ERNEST W. KELSEY, a graduate of the Ithaca High School, and a student of shorthand at the Wyckoff Stenographic Institute, at Ithaca, N. Y., has been appointed stenographer at the Manhattan State Hospital, Albany, N. Y., at a salary of \$50.00 a month.

MR. HAROLD JOHNSON, Official Stenographer in Division No. 6, of the Circuit Court of St. Louis, Mo., is said to have recently invested \$3,000 with a real estate company which owns property near Forest Park, and the property has quadrupled in value, since that time, with the prospects of a still further increase. We congratulate our former shorthand pupil, Mr. Johnson, upon his very flattering financial prospects. Mr. Johnson is actively engaged in connection with the promotion of the stenographic interests at the coming St. Louis World's Fair.

THE St. Joseph, Mo., Stenographers' Association is apparently making successful progress. The newly elected officers are: C. C. MacDonald, President; George Pasquella, First Vice President; Gertrude Hall, Second Vice President; R. H. Atkinson, Secretary; Pearl Best, Treasurer. The members are divided into two classes. The second class is composed of those who can write 85 to 102 words per minute for three minutes and the first class for those who can write 120 or more words per minute for five minutes.



Reporting the Schley Court of Inquiry.

THE organization, functions and procedure of Courts of Inquiry are analogous to those of Courts-Martial. The latter tribunal, however, tries and determines charges preferred against persons. A Court of Inquiry, upon the application of a person to the proper department of the government, inquires into the truth of specific matters touching such person's military or naval conduct, and reports its opinion thereon.

The Schley Court of Inquiry is composed of three members. Admiral Dewey being its president.

A jury is not in attendance in either court.

In both courts the representative of the moving party (the Government) is known as the Judge-Advocate. He usually has an assistant, who, by training and experience, has become an expert specialist in the procedure of such courts and the law applicable to the pending case. The duties of these officials correspond, especially in courts-martial, to those of the prosecutor and his assistant in criminal trials.

The person on trial in a court-martial is known as the "accused." This term was formerly applied to the person whose conduct is under examination in a court of inquiry; but it has been discarded for the softer appellation of "applicant."

The accused and applicant are entitled to be present, and to be heard in person, or by one or more attorneys.

The Government has the initiative in courts-martial, and, accordingly, first puts

in testimony. In courts of inquiry the procedure in this respect is usually settled by agreement. In the Schley case the Government, by mutual arrangement, opened the case by the introduction of its testimony.

These courts are, of necessity, stenographically reported. This requires the services of a corps of expert stenographers and copyists, as the report of proceedings of each day is printed in full and copies thereof usually furnished the court, attorneys and all parties in interest on the succeeding day.

The procedure is similar to that in judicial tribunals; and, hence, the stenographer's duties and methods of work are very like those in "daily-copy" cases in the State courts: witnesses are sworn, examined in chief, cross-examined, re-direct-examined and re-cross-examined; objections, and rulings thereon by the court, overruling or sustaining the same, are made; arguments upon questions raised by objections and otherwise are injected into the proceedings, which are usually preserved verbatim in the record.

Greater latitude, however, is allowed witnesses in answering questions and volunteering statements, and the rule of judicial tribunals, that hearsay evidence is inadmissible, is not rigorously enforced. This results in longer answers, explanatory and prolix statements and, what in civil courts is known as "lecturing" by the witnesses, which tend to increase the demands upon the reporter's powers of endurance. Fortunately, the daily session of naval and military courts is not long.

For the Schley Court of Inquiry there are relays of stenographers at the sessions of the court. Each stenographer carries the proceedings for 15 minutes or half an hour and is then relieved, while he talks his notes into a graphophone. Expert typewriters transcribe the reports from the graphophone cylinders. The report of the morning session is written at 4 p. m. and of the afternoon session at 8 p. m. The proceedings are printed at the government printing office by a force of seventy printers ordered to report for night duty. Every morning printed copies of the proceedings of the preceding day are placed in the hands of the court.

The numerous requests of witnesses in the Schley case to be recalled to correct their testimony is remarkable. Doubtless, these witnesses, having read the printed record of their testimony become dissatisfied with the phraseology, and desire to change it. But that is true of practically every witness who has an opportunity to look over the transcript of his evidence.

It would seem that special technical training and fitness are necessary to properly report a naval court. Not only is knowledge of ships, tugs, torpedo-boats and their various parts essential, aside from acquaintance with nautical jargon and naval tactics and regulations of the War Department, but historically, geographically and in every other way, the scribe should be up-to-date.

Notes.

THE unusual appearance and difficult pronounciation of "Czolgosz" has caused an enforced use of the word "assassin," with the incidental advantage of increasing the phonographic vocabulary and orthographical knowledge of stenographers. Vogue, or fashion, in language, as in dress and manners, occurs frequently.

THE (N. Y.) *Times*, reporting the conference of mine workers with Erie R. R. officials says:

"On arriving at the Erie offices the conference was had at once, and all the pro-

ceedings were recorded by a stenographer."

Not an exceptional use of stenography. This kind of work, if performed verbatim, is not easy.

THE shorthand reporters of the Superior Court of Oakland, Cal., decided to appeal their test case in which the five judges in banc decided that the State law placing court stenographers on salaries was illegal. The reason for taking the matter to the Supreme Court is that the Superior Court of Los Angeles has upheld the law. The Alameda county stenographers are desirous of having the legality of the statute passed upon by the court of last resort.

THE Appellate Division of the New York Supreme Court has decided in *Taylor vs. N. Y. C. & H. R. R. Co.*, (63 App. Div., 586, 588) that an objection that a question is "incompetent, inadmissible, and that anything said to E—in the car next the smoking car was not competent," is sufficient in form to raise and present, on appeal every ground of incompetency which could not have been obviated at the trial, had special attention been called to it. This is antagonistic to the usual ruling of one trial judge of the (N. Y.) Supreme Court to the effect that "objected to as incompetent and inadmissible" is meaningless.

Chat (for stenographers), published monthly at 25 cents yearly, by Manhattan Reporting Co. (Patrick J. Sweeney, Prop.) 150 Nassau St., N. Y. City, appears enlarged and improved in the current number. It is one of the brightest of the smaller magazines for shorthanders.

THE (N. Y.) *Times* recently celebrated its fiftieth anniversary by issuing a handsome Jubilee supplement. One writer commenting on the newspaper methods fifty years ago says:

"The work then was different from what it is now, each writer and reporter having to write out his matter in full, there being no typewriters and few stenographers employed in the business."

H. W. THORNE.



Marriages Among Working Women.



T seems quite opportune that at about the same time as an inquiry reaches us from a reader (presumably, a man) concerning the tendency of women toward marriage, we should happen upon the following from the "Chicago Tribune:"

"People who urge that the proper sphere for women is the home may find much encouragement in the figures showing an increase of fifty per cent. in the number of marriages in Cook County, Chicago, since 1890. Still more to the point is the fact that the license books clearly show that an increasingly large percentage of the brides are young women formerly engaged as wage earners on their own account. Negative proof of the same fact is found in the reports which show that the number of young women seeking employment as stenographers and clerks has correspondingly decreased. Some authorities are inclined to credit the prevailing business prosperity with the increased marriages among working women. Others declare that men are just beginning to find out that women with a business experience make better wives. All are inclined to think that the somewhat general reaction against the 'new' woman has had a considerable influence. Certainly the sign is a healthy one. There are few who will deny that the ideal place for a woman is in a home of her own, and there will be universal acceptance of the statement that a community where homes are yearly increasing and multiplying is likely to be safe, prosperous and happy."

What is true of Cook County is doubtless applicable to other sections; and perhaps in the foregoing our inquirer will find sufficient answer. We should like to add, however, that to our way of thinking a man or woman's sphere is what he or

she can do best. All are not fitted for the same thing; most of us will admit that there are men and women who would make a mistake by marrying. This whole subject is becoming more and more one of individual opinion and leaning, on the part of men as well as women; just the same as the newspapers have in their mind's eye and on the printed page, a "new woman" never seen "on land or sea." We think that no one need feel alarmed on the score of the probability of marriage going out of fashion among working women, as, unless all signs fail, it is just as popular as ever. The standard for men, though, has been raised, as a woman's independence, through self support, has increased; and the sooner the former find this out and act accordingly, the happier they will be.

Whether a man or woman marries is a subject of private consideration and decision; and we predict that the time will soon come when it will be no more remarked when a woman remains single than when a bachelor stays indefinitely in that much criticised and pitied state!

We do not believe that business deprives every woman of her romantic portion; and we do believe that when she meets her affinity, the fact that she is in the ranks of the workers has little effect upon her decision relative to same. It is not that women have become more calculating in connection with "giving their hand in marriage," but that their horizon has been broadened and they are harder to please; this, of itself, will have a beneficial result and add to human happiness. Can more than this be desired,—and

would anyone wish to go back to the old condition of things, when an offer of marriage meant that, whether one's feelings were in unison or not, duty was destiny and there was nothing left but to "take the chance."

More Real Women Needed.

SAYS Cynthia Westover Alden, in "Success:"—It is as necessary for women to regulate their lives as men. No single rule of life is more far-reaching than that of old King Alfred: 'Eight hours for work, eight hours for sleep and eight hours for recreation.' But six hours of real work will accomplish more than eight hours of dillydallying; six hours of genuine sleep are better than eight hours of restless dreaming, and six hours of active, whole-souled play will do more good than eight hours of trivial 'pottering around.' Never forget that the same elements, in mind and physique, that will make you a good professional woman will, if a change comes in your career, make you a good wife and mother. Physical strength and mental alertness are as necessary in the home as outside of it. Make yourself a woman, a real woman, not a puppet, or a scarecrow. We need more real women, more real men, in our Twentieth Century civilization."

Notes from the Field.

THERE has been unveiled at Gettysburg by the Women's Relief Corps of Iowa a monument to the memory of a heroine of the Battle of Gettysburg, Jennie Wade.

"Aim for success. Do not select a calling which is beyond you. It is better to be a good housekeeper than a poor teacher. It is better to be an expert stenographer than an inferior lawyer. It is better to be an efficient nurse than an inefficient doctor. Perhaps the more ambitious calling will bring a slight notoriety in the beginning, but if a girl wishes to take a worthy place in the world, she must not only follow her bent,—she must consider whether she has strength for the long race."

THE second woman pilot, licensed in Maryland, received her papers recently. She is Miss Carrie B. Hunter, of Snow Hill, and the license authorizes her to navigate her father's pleasure steamer, the Carrie. Miss Hunter is a native of Pennsylvania, and is 25 years old. She is said to be the sixth woman licensed in the United States to be a pilot.

THE American Bar Association, in session at Denver, decided that women lawyers are ineligible to membership. A movement will be made to amend the constitution, in this respect, next year.

THE Atlanta Daily News makes a new departure among Southern newspapers by devoting a page daily to women's interests. The women of the Twentieth Century are marking out so many new lines of endeavor, and have such varied interests, that a page devoted to them should make interesting reading. Emily P. Harrison, as editor of the Woman's Department, is planning to bring it up to the highest possible standard.

"It may be well to say in the beginning that there is nothing more than idle rumor in the story that the 4,000 telephone operators, or 'hello girls,' of Chicago and vicinity, are planning to strike in support of the linemen; but the mere suggestion of such a possibility is simply terrifying. Even people who habitually complain whenever they use a telephone will be ready to admit that the entire silencing of the telephone bells would be little less than a catastrophe. They will also admit, if they give the subject a moment's thought, that the 'hello girl' belongs to a much abused class. She is besieged all day by eager, hurried and often irritated and angry men. Her position is such that she is often blamed for mechanical faults and breakdowns over which she has no possible control. The wonder is not that she sometimes momentarily loses her temper, but that on the whole she maintains such an even, courteous and business-like attitude."—Chicago Tribune.

IN Iowa fourteen women are serving acceptably as County Superintendents of Schools.

IN Chicago, girl tellers are a success. The Royal Trust Bank of that city has tried the experiment of employing girls as tellers in the savings department and the officers say it is an unqualified success. At each of the thirteen windows a girl presides, and women are employed on the adding machines and the telephones, and in every capacity where they can do the work. We are glad to say the tellers draw the same salary as men similarly employed. They are the only women tellers in the business. Everything in the bank goes by civil service rules; each starts in at \$25.00 a month and raises are made two or three times a year. The girls have won advancement rapidly and the service has steadily increased in usefulness.

IDA E. TURNER.

Department of Practical Grammar.

By PROF. JAMES F. WILLIS, 1427 Euclid Ave., Phila., Pa.

Instructor in Grammar, Rhetoric and Etymology.

In the following drill, there are both correct and incorrect uses of *shall* and *will*; give reasons why they are so.

Say, heavenly Muse, *shall* not thy sacred vein afford a present to the infant God!

I *will* challenge forth the bravest Persian lords to meet me.

If you *will*, when Enoch comes again, then he *shall* repay me.

For maidenhood she loves, and *will* be swift to aid a maiden.

What is mine own, thou *will* take away; verily I *will* fight for thee no more.

Come, thou *shalt* see how Rustum hoards his fame.

We have another kinsman; he *will* be our friend.

Shall man repine that his frail bonds to fleeting life are broke?

Most harm *shall*, in the happy trial, prove most virtue.

The willow and the hazel green *shall* now no more be seen.

He *shall* be strong to sanctify the poet's high vocation.

No search *will* make us know; only the event *will* teach us in its hour.

Men *shall* not forget thee in thy grave, and I *will* spare thee in thy hosts.

While all younger hearts *shall* bleed, mine *shall* escape the doom.

Nor fixed is yet the goal where he *shall* rest him in his pilgrimage.

He *shall* sit upon my knee, and I *will* teach him tales of foreign parts.

Nor all the dreary course of daily life *shall* e'er prevail against us.

Those scarfs of red blood *shall* be redder before the saber *shall* be sheathed.

There the soul *shall* enter which has earned the privilege by virtue.

When you *shall* see her, tell her that I died blessing her.

Thy name *shall* circle round the gaping throng.

I *will* now tell what ne'er was heard in tale or song.

Shall I then forget to urge the gloomy wanderer o'er the wave!

Surely we *will* drink to him, and sing the song he loved to hear!

In a few short hours, the sun *will* rise to give the morrow birth.

My saber *shall* win what the feeble must buy.

We know that what we love *shall* ne'er be so.

The grave *shall* bear the chiefest prize away.

Thou *shalt* be our Star of Arcady.

Speckled Vanity *will* sicken soon and die, and leprous Sin *will* melt from earthly mould.

As surely as this scepter *shall* never again have bark or leaf or shoot, so surely *shall* the Greeks miss Achilles.

The gods are agreed that Troy *shall* fall, and thou *shalt* gain great glory for thyself.

By this complaisance, thou *will* win the lords to favor.

I *shall* not lose thee, tho' I die.

Since a real book, like a real man, has its proper character,—it is not easy to determine whom it *will* please or displease.

By giving a truer education to women, the beauty and the charm of their nature *will* be more effective.

If the Greeks *will* give me a fitting share, well; if not, then I *will* take it from some one, for my share I *will* have.

Shall love be blamed for want of faith? *Shall* you this day accompany me?

Think for thyself, with a single view to truth; so only *will* thy thought be of worth and service.

Long *shall* thine annals and immortal tongue, O Greece, fill with thy fame the youth of many a shore.

Shall I unmoved behold the hallowed scene?

Still *shall* wisdom find an equal portion dealt to all mankind.

The wise man *will* esteem above everything and *will* cultivate those sciences which further the perfection of his soul.

Will you admit him when he calls to see you?

Not a period *shall* be unsaid for me.

If thou *shalt* leave thy father, he *will* die.

Unwatched, the garden flower *shall* sway; unloved, that beech *will* gather brown, the brook *will* babble down the plain.

Now there is but one of all thy blood that *will* embrace thee in the world to come.

If the air *will* not permit, some still removed place *will* fit.

'*Twill* not restore the truth and honesty thou hast banished from thy tongue.

Will not the political woman lose some of the sacredness of wife and mother?

Shall the sons of Chimari who never forgive the fault of a friend bid an enemy live?

How sad *will* be thy reckoning day when thou *shalt* see thy sons in crowds to Hades hurled!

There is good reason to presume that the subjunctive *will* soon become altogether obsolete.

Make thy moral and thy intellectual improvement thy chief business, and thou *shalt* not lack improvement.

The terrific sound *will* haunt me to the hour of my dissolution.

That plea with God or men *will* gain thee no remission.

Where *shall* Poverty reside to 'scape the pressure of contiguous Pride!

Tell me at and in what thou workest, and I *will* tell thee what thou art.

On the finger of a throned queen, the basest jewel *will* well-esteemed be.

Shall God be abandoned because His world is ill?

Do proper homage to thine idol's eyes, or she *will* despise thee and thy suit.

Her most I pity who *will* no more see Sohrab returning from the Tartar camp.

Art thou so bound to men that, how thy name *will* sound *will* vex thee under ground!

How thou *will* here come off surmounts my reach.

This voyage *will* bring fair weather yet to all of us.

Surely the news *will* one day reach his ear!

God's will guides the universe; all *will* be well.

What *will* that grief, what *will* that vengeance be!

In the following drill there are both correct and incorrect uses of *should* and *would*; give reasons why they are so.

Why *should* I relate that objects which the shepherd loved were dearer now?

The little wife *would* weep for company, and say she *would* be little wife to both.

I then resolved that mine *should* be the foremost prow in pressing to the strand.

Many a man admired in history we *should* have detested, had we known him in life.

By his witty sayings, he *would* keep up the king's good humor.

Nor *should*-I have made mention of this dell, but for one object that you might pass by.

The art of pleasing *should* better deserve our study, were there more who were worth pleasing.

The oracle foretold that the first Greek that touched the Trojan strand *should* die.

Who is God that He *should* hear us!

Would that I myself had such a son!

I *would* have thought her spirit had been invincible against all assaults of affection.

She prayed that he *would* lessen his attendants.

The duke refused, and *would* not take her upon such conditions.

My heart *would* now its wearied vision close, *would* childlike on his love repose.

Should the philosophic mind disdain that good which makes each humbler bosom vain?

Who *would* rob a hermit of his weeds.

Do not charge most innocent nature as if she *would* her children *should* be riotous with her abundance.

Do you desire the dead *should* still be near us; is there no bareness you *would* hide?

Love *will* make a thing enduring, which else *should* upset the brain or break the heart.

When Annis *would* have raised him, Enoch said, "How *should* the child remember this?"

Who *would* not sing for Lyckias!

How *should* he love a thing so low!

You *would* have said that sun and stars took part in that unnatural conflict.

Should one order disproportioned grow, its double weight *should* ruin all below.

O thievish Night, why *shouldst* thou in thy dark lantern thus close up the stars!

He lurks nor casts his heavy eyes afar, lest he *should* view his vineyard desolate.

Should I not have been thus taught, *should* I the more suffer my genial spirits to decay?

Even the servants *would* refuse to obey his orders.

Sorely *would* the Gallic foeman rue if subtle poinards could blunt the saber's edge.

I shall send you some marten-skins, but I *should* like better to bring them myself.

THE STENOGRAPHER.

He thought the presence of a superior and victorious force *would* help to make them submissive.

Dull *would* he be of soul who *should* pass by a sight so touching.

If at such short notice he *should* go, these *would* be forgotten.

She *would* feign sickness or anything else to be rid of the sight of him.

If you could tell her you had seen him dead, that *would* be her comfort.

Should another ever share this wayward, loveless heart, it *would* be thee.

He wished to know whether they *would* persist in their courtship.

Dinwiddie remained tranquil at Williamsburg, sure that all *would* go well.

Should we clearly see ourselves, life *would* be less endurable.

Should this have been an open country, the situation *would* have been less frightful.

The king himself feared lest it *would* fall.

Kent besought Lear that he *would* see with his eyes.

Hear such strains as *would* have won the ear of Pluto.

To discover that *would* overtask the best land-pilot.

My own dim life *should* teach me that life *shall* live for evermore.

Would that I had glimpses that *would* make me less forlorn!

He thought that now The Holy Grail *would* come again.

Cordelia said that she *would* never marry as her sisters.

That father perished at the stake for tenets he *would* not forsake.

Agamemnon *would* not let Chryseis go. *Should* such a dreamy touch fall, my guardian angel *would* cry out.

Could ye taste the mirth ye mar, not in the toils of war *would* ye fret.

Who *would* keep an ancient form through which the spirit breathes no more!

The holy sages once did sing that He our deadly forfeit *should* release.

Lear desired Cordelia to mend her speech, lest it *should* mar her fortune.

They hold their breath, lest they *should* dislodge the overhanging snows.

The free-born man *should* spare what once was free.

Heaven avert that ever thou in vain *shouldst* weep.

Why *should* a man run to meet what he *would* most avoid?

Would that I might now be lying on this bloody sand!

Who *would* be free, themselves *should* strike the blow.

To one so young, my strain *would* I commend always.

I *would* that thou *shouldst* lead the life they led.

At any other time, Cordelia *would* have

plainly told her father that she loved him.

Should we see her face, be sure we *should* not know her.

At times, Enoch *would* hold possession for a week.

All the lavish hills *would* hum the murmur of a happy Pan.

Ofttimes strange pangs *would* flash across Childe Harold's brow.

I taught them a country's a thing a man *should* die for at need.

My dread *would* not then be thus admonished.

I could have smiled to see the death that *would* have set me free.

Thee I now *would* serve more strictly.

Why *should* we shrink from what we cannot shun!

I *should* be loath to meet the rudeness and swilled insolence of such late was-sailers.

It is beyond all hope that he who left you ten long years ago *would* still be living.

In horror rose the king lest the work by Merlin wrought *would* on a sudden vanish.

Time is our tedious song *should* have an end.

Yet *would* the village praise my wondrous power.

This fellow *would* lord it over us all; of a truth, I think he *will* perish for his folly.

Who with the weight of years *would* wish to bend?

I have been told that the American Phillistine does not exist; *would* that it were so!

"For there," he said, "no man *should* sit but he *should* lose himself."

Why *should* I for others groan when none *will* groan for me?

God *would* send a glistening angel if need be.

Never *would* he join the lovers whining crew.

He felt all along the garden wall, lest he *should* swoon and stumble and be found.

If these fields of ours *should* pass into a stranger's hands, I *should* not lie quiet in my grave.

Could I have sung one song that *should* survive the singer's voice I *should* not fear thy sting, O Death!

I will give up the maid, for I *would* not that the Greeks *should* perish.

Is it with Rustum only thou *wouldst* fight?

Perhaps you know what I *would* have you know.

A simple child, what *should* it know of death!

He oft *would* beg me sing, while he on tender grass *would* sit.

Would that thou *wouldst* resolve to fight!

THE STENOGRAPHER.

Isaac Pitman Department.

Conducted by CLARENCE A. PITMAN, 33 Union Square, New York.

MR. WILLIAM R. TAYLOR, teacher of Isaac Pitman shorthand, Y. M. C. A. (Powelton Ave. Branch) Philada., Pa., writes:

"The 'Twentieth Century' edition of the 'Shorthand Instructor' is indeed a vast improvement on any previous one, and I think it is by far the best arranged instruction book I have ever seen. One thing is certain, it will RELIEVE THE TEACHER OF QUITE A LARGE AMOUNT OF DETAIL WORK.

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SINCE last reported the Certificate of Proficiency for teachers of the Isaac Pitman Phonography in the United States and Canada, has been awarded to the following successful candidates: Miss Louise G. Reldy, 232 2d St., Jersey City, N. J., and Miss Emma Volz, 8 West 105th St., New York City. This diploma, the examination for which is based on a knowledge of the system as presented in the "Twentieth Century" Edition of "Isaac Pitman's Complete Phonographic Instructor," will be found very valuable in the hands of teachers of this system. It is issued by Messrs. Isaac Pitman & Sons, 33 Union Square, New York.

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Several times, within the past few months, we have prepared reproductions

of magazine advertisements for use in "The Evening Post" which the advertisers have used to their evident satisfaction. We shall be glad to serve you in a similar way.

Yours very truly, (160)

MR. CLEMENT C. MORRIS,
Newton, Mass.

Dear Sir: You wrote us last April, in reply to ours asking you to place some advertising, to the effect that your work on some specialties necessarily limited your expenditure in this direction for some time. We write to ask if you are open for the consideration of the subject as yet? We know it will pay you to use our space if only to reach our Eastern subscribers; but you could also cultivate the trade of our Western readers for some of your specialties to good advantage. A number of prominent firms in your part of the country use our space largely, as will be seen from our pages, and if they find it profitable, we see no reason why you should not experience a like result. We want your advertisement. We want your advertisement, principally, for the cash it will bring us, but also, because we believe it will pay well, as it has done others before you. Let us have your order for say six months' advertising; it will, we are sure, result in your regretting you had not given us an opportunity to serve you before. Awaiting your reply, we remain,

Yours truly, (202)

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New Hope, Ky.

Gentlemen: We write to notify you that the term for which you placed an advertisement with us has expired, and we enclose bill for the amount due. Permit us to say, however, that we shall be pleased to have your order for the continuance of the advertisement for a longer term; and in case this is done we will gladly make you an allowance, so that the whole term may be covered at the long term rate. Why not give us your order to keep it in for a year at least?

Isaac Pitman's Shorthand Instructor, 278 pp., \$1.50; a Phonographic Dictionary, with the shorthand forms for 60,000 words, \$1.50; Business Correspondence, Nos. 1 and 2, each 30 cents. Spanish Phonography, 101 pages, \$1.75. Pitman's 20th Century Dictation and Legal Forms, 256 pp., 75c. Published by Isaac Pitman & Sons, 33 Union Square, New York.

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**Business Letters from Pitman's Twentieth Century Dictation Book
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BUSINESS DICTATION. 11

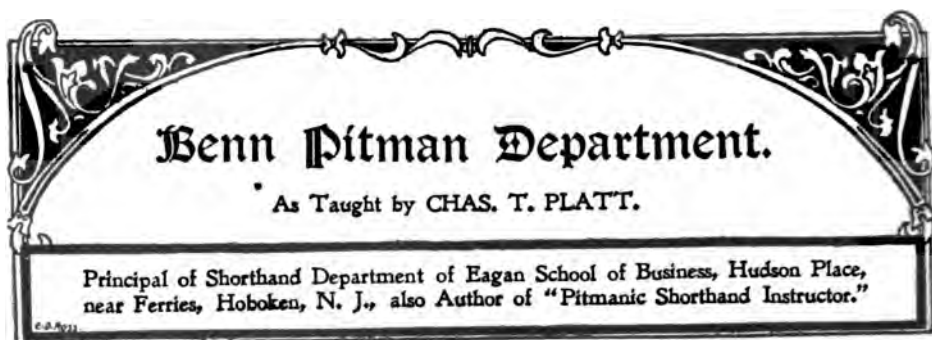
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Defects of Civil Government.

In his "Gullivers Travels," Swift thus satirizes the practices of civilized communities :

(Continued from October number.)

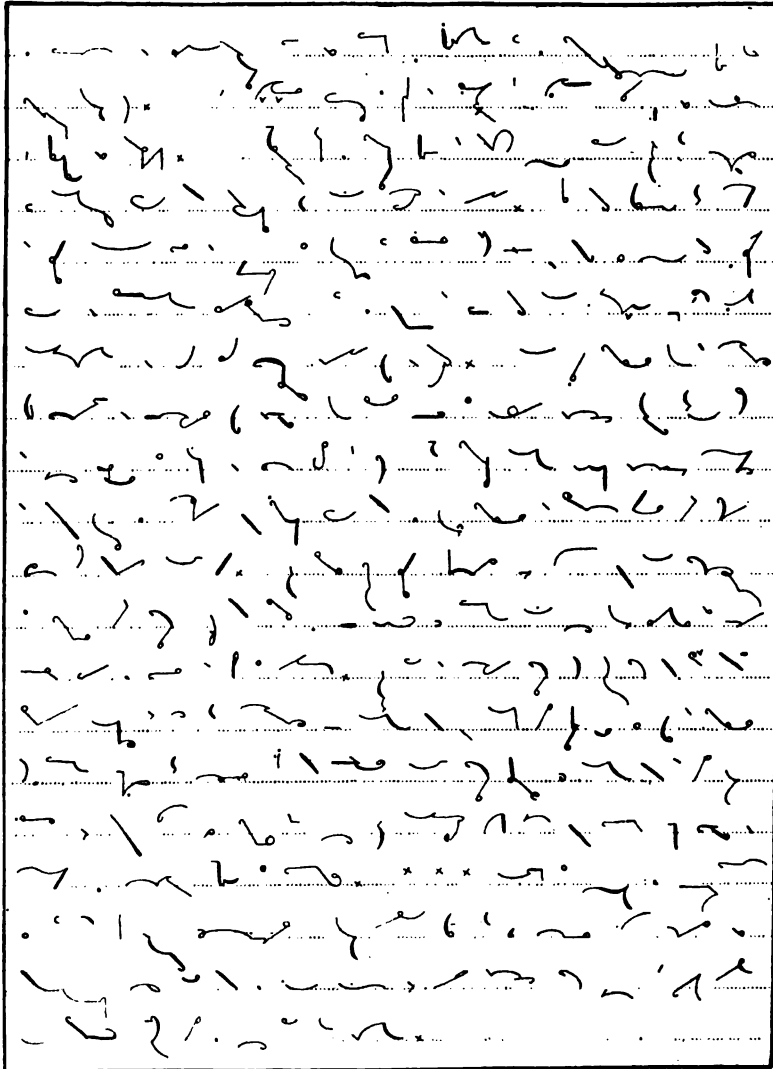
—A claim to certain privileges, according to his quality and condition of life, with a proportionable sum of money, out of a fund appropriated for that use; he likewise acquires the title of snilpall, or legal, which is added to his name, but does not descend to his posterity. And these people thought it a prodigious defect of policy among us when I told them that our laws were enforced only by penalties, without any mention of reward. It is upon this account that the image of Justice, in their courts of judicature, is formed with six eyes, two before, as many behind, and on each side one, to signify circumspection; with a bag of gold open in her right hand, and a sword sheathed in her left, to show she is more disposed to reward than to punish.

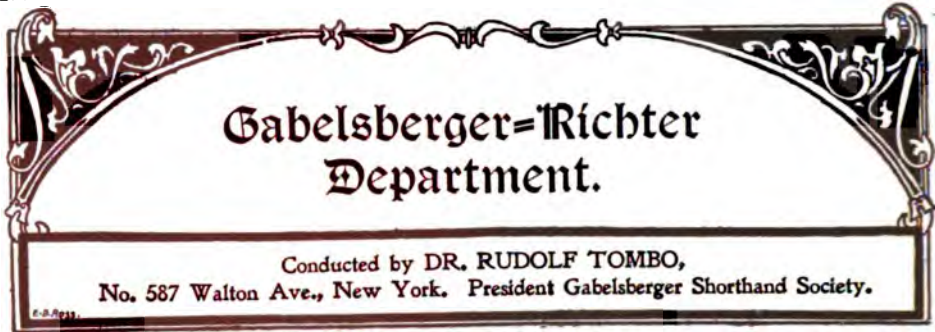
In choosing persons for all employments they have more regard to good morals than to great abilities; for, since government is necessary to mankind, they believe that the common size of human understandings is fitted to some station or other; and that Providence never intended to make the management of public affairs a mystery to be comprehended

only by a few persons of sublime genius, of which there seldom are three born in an age; but they suppose truth, justice, temperance, and the like, to be in every man's power; the practice of which virtues, assisted by experience and good intention, would qualify any man for the service of his country, except where a course of study is required. But they thought the want of moral virtues was so far from being supplied by superior endowments of the mind that employments could never be put into such dangerous hands as those of persons so qualified; and at least, that the mistakes committed by ignorance, in a virtuous disposition, would never be of such fatal consequence to the public weal, as the practices of a man whose inclinations led him to be corrupt, and had great abilities to manage, and multiply, and defend, his corruptions.

Ingratitude is among them a capital crime, as we read it to have been in some other countries; for they reason thus, that whoever makes ill returns to his benefactor must needs be a common enemy to the rest of mankind, from whom he hath received no obligation, and therefore such a man is not fit to live.

BENN PITMAN SHORTHAND AS TAUGHT BY CHAS. T. PLATT.





NOTE.—The pamphlet, "The New Era of Phonography," as well as the circular, "A Practical Lesson in Graphic Shorthand" explain the general principles of Gabelsberger system. I shall be pleased to furnish these publications free of charge to any reader of THE STENOGRAPHER who wishes to form an idea of the system.—*Dr. R. Tombo.*

Last Speech of the Late President McKinley.

CORRESPONDING STYLE.

Expositions are the time-keepers of progress. They record the world's advancement. They stimulate the energy, enterprise, and intellect of the people, and quicken human genius. They go into the home. They broaden and brighten the daily life of the people. They open mighty storehouses of information to the student. Every exposition, great or small, has helped to some onward step. Comparison of ideas is always educational, and as such instructs the brain and hand of men. Friendly rivalry follows, which is the spur to industrial improvement, the inspiration to useful invention and to high endeavor in all departments of human activity. It exacts a study of the wants, comforts, and even the whims of the people, and recognizes the efficacy of high quality and new prices to win their favor. The quest for trade is an incentive to men of business to devise, invent, improve, and economize in the cost of production. Business life, whether among ourselves or with other people, is ever a sharp struggle for success. It will be none the less so in the future. Without competition we would be clinging to the clumsy and antiquated processes of farming and manufacture, and the methods of business of long ago and the twentieth would be no further advanced than the eighteenth century. But though commercial competitors we are, commercial enemies we must not be.

REPORTING STYLE.

The Pan-American Exposition has done its work thoroughly, presenting in its exhibits evidence of the highest skill and illustrating the progress of the human family in the Western Hemisphere. This portion of the earth has no cause for humiliation for the part it has performed in the march of civilization. It has not accomplished everything; far from it. It has simply done its best, and without vanity or boastfulness, and recognizing

the manifold achievements of others, it invites the friendly rivalry of all the Powers in the peaceful pursuits of trade and commerce, and will co-operate with all in advancing the highest and best interests of humanity. The wisdom and energy of all the nations are none too great for the world's work. The success of art, science, industry, and invention is an international asset, and a common glory.

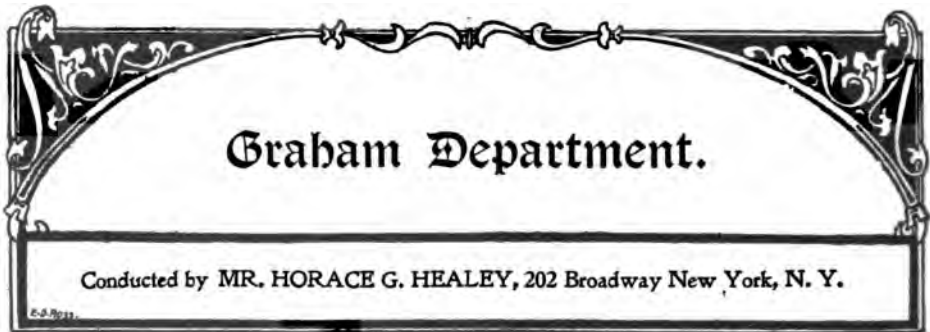
After all, how near one to the other is every part of the world. Modern inventions have brought into close relation widely separated peoples and made them better acquainted. Geographic and political divisions will continue to exist, but distances have been effaced. Swift ships and fast trains are becoming cosmopolitan. They invade fields which a few years ago were impenetrable. The world's products are exchanged as never before, and with increasing transportation facilities come increasing knowledge and larger trade. The world's selling prices are regulated by market and crop reports. We travel greater distances in a shorter space of time and with more ease than was ever dreamed of by the fathers. Isolation is no longer possible or desirable. The same important news is read, though in different languages, the same day in all Christendom. The telegraph keeps us advised of what is occurring everywhere, and the press for shadows, with more or less accuracy, the plans and purposes of the nations. Market prices of products and of securities are hourly known in every commercial mart, and the investments of the people extend beyond their own national boundaries into the remotest parts of the earth. Vast transactions are conducted and international exchanges are made by the tick of the cable. Every event of interest is immediately bulletined. The quick gathering and transmission of news, like rapid transit, are of recent origin, and are only made possible by the genius of the inventor and the courage of the investor.

(To be continued.)

GABELSBERGER-RICHTER SHORTHAND.

[illegible]

Reporting Style of a writer is the way in which the writer reports the facts of a story. It is the way in which the writer chooses to present the facts of a story. It is the way in which the writer chooses to present the facts of a story.



Law Forms.

CITY COURT OF NEW YORK.

JOHN H. KELLY,

Plaintiff,

against

WILLIAM R. T. LAWRENCE,

Defendant.

Summons.

To the above named Defendants

YOU ARE HEREBY SUMMONED to answer the complaint in this action, and to serve a copy of your answer on the plaintiff's attorney within five days after the service of this summons, exclusive of the day of service, and in case of your failure to appear, or answer, judgment will be taken against you by default for the relief demanded in the complaint.

Dated New York, August 30th, 1899.

WILLIAM K. KELLOGG,

Plaintiff's Attorney.

Post office address and office, No. 7, Beekman street, N. Y. city.

CITY COURT OF NEW YORK.

JOHN H. KELLY.

Plaintiff,

against

WILLIAM R. T. LAWRENCE

Defendant.

*Trial
desired in
New York
County.*

Plaintiff complains of the defendant above named and respectfully shows to this Court:

I. That on or about August 24th, 1899, the defendant made and delivered to this plaintiff his certain promissory note in writing of which the following is a copy, to wit:

"\$200.00-100.

New York, Aug. 24th, 1897.

"Three months after date I promise to "pay to the order of John H. Kelly, Two hundred and one and 54-100 dollars, to "National Bank, with interest. Value received.

"W. R. T. LAWRENCE."

II. That when said note became due and payable the same was duly presented for payment, was not paid, and plaintiff paid one and 54-100 dollars protest fees thereon.

III. That no part of said note or protest fees has ever been paid.

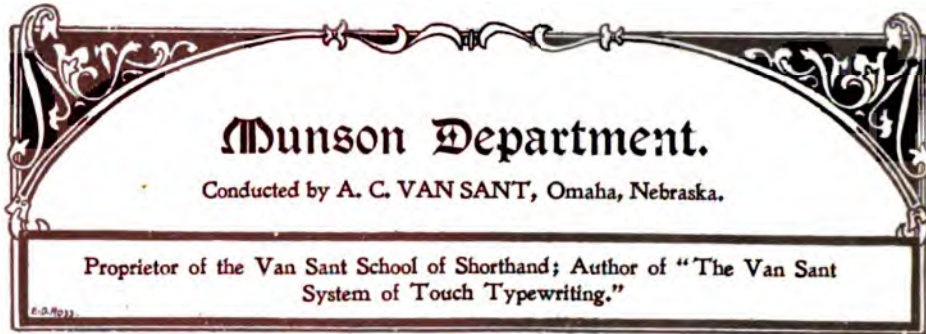
Wherefore plaintiff demands judgment against this defendant for the sum of two hundred and one and 54-100 dollars, together with interest on two hundred dollars thereof, from August 24th, 1897, besides the costs and disbursements of this action.

WILLIAM K. KELLOGG,

*Plaintiff's Attorney, 7 Beekman Street,
N. Y. City.*

The only books that present the Graham system in its purity are published by Andrew J. Graham & Co., 1135 Broadway, New York. Catalog and circulars free.

COMPLAINT



Limitation Upon Right of Free Speech.

THIS was a criminal complaint, charging defendant with violating the rules of the board of park commissioners of the city of Boston. Franklin park is a public park, purchased under the authority of chapter 185, St. 1875, and under said act a board of park commissioners was constituted, which, in the due exercise of its authority thereunder, forbade all persons "to make orations, harangues, or loud outcries" therein, except with prior consent of the board, under penalty of \$20. The total area of said park is about 520 acres. Within its limits are large areas not devoted to any special purpose, and not having any shrubbery that would be injured by the gathering thereon of a large concourse of people. On July 4, 1891, defendant, with some 12 others, without consent of the park commissioners, entered the park, and delivered an oration or harangue of about 10 or 15 minutes in length. It contained nothing inflammatory or seditious, and was delivered in an ordinary, oratorical tone. Some of the listeners applauded by clapping their hands. At the close of the oration the audience quietly dispersed. No injury of any kind was done to the park.

The park commissioners had by the Statutes of 1875, chapter 185, section 3, power "to govern and regulate" any of the parks which they might lay out under the statute, "to make rules for the use and government thereof, and for breeches of such rules to affix penalties, not exceeding \$20 for one offense, to be imposed by any court of competent jurisdiction." The rules which the defendant violated are similar in form to the city ordinance which was before the court in *Commonwealth vs. Davis*, 140 Mass. 485, and which was held to be reasonable and valid. Of that ordinance Chief Justice Morton said: "Its purpose is to preserve the public peace, and to protect the public grounds from injury; and it is cal-

culated to effect these ends without violating the just rights of any citizen." The same language is applicable to the rules before us. We see nothing in these rules inconsistent with article 19 of the bill of rights of this Commonwealth, which declares that "the people have a right, in an orderly and peaceable manner, to assemble to consult upon the common good, give instructions to their representatives, and to request of the legislative body, by the way of addresses, petitions, or remonstrances, redress of the wrongs done them, and of the grievances they suffer." The defendant admits that the people would not have the right to assemble for the purposes specified in the public streets, and might not have such right in the public garden or on the common, because such an assembly would or might be inconsistent with the public uses for which these places are held. The same reasons apply to any particular park. The parks of Boston are designed for the use of the public generally; and whether the use of any park or a part of any park can be temporarily set aside for the use of any portion of the public is for the park commissioners to decide, in the exercise of a wise discretion. The defendant further contends that the rules in question are in conflict with the provisions of the fourteenth amendment of the Constitution of the United States, which provides that "no State shall * * * deny to any person within its jurisdiction the equal protection of the laws." This amendment does not impair the police powers of a State. And we fail to see anything in the rules, or in the statute authorizing them which falls within the amendment. The case of *Yick Wo vs. Hopkins*, 118 U. S. 356, on which the defendant chiefly relies, was one of race discrimination. Exceptions overruled.—*Extract from opinion of Judge Lathrop in Commonwealth vs. Abrahams*, 30 N. E. Rep. 79.

MUNSON SHORTHAND.

Limitation upon Right of Free Speech

185 6 75 — P — 185 6 75 — 20
 520 — 4 — 12 6 — 15
 185 6 75 — 185 6 75 — 20
 140 7 485 6 — 19
 14 118 6 356 7 1 — 30 79

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By FRANCIS H. HEMPERLEY, Editor of "The Stenographer."

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



Our experience as a shorthand writer and teacher of upwards of thirty years enables us to say that this can be done. Of course, the presence and personal influence of a good teacher or of a good shorthand school is desirable where the student has the time and the money to secure it, but, in their absence, no one need be discouraged. Some of the very best shorthand reporters in the country have mastered the art without a personal teacher.

We propose to drop the theoretical features of so many text-books, and to confine the student exclusively to what is of a thoroughly practical nature.

The Editor of "The Stenographer" will always take pleasure in replying by mail to any questions which any of its subscribers may desire to ask him, providing they will inclose a self-addressed stamped envelope.

In the following exercises the stroke or stem represents the consonant sound of a word or syllable, while the dot indicates where the sound of a vowel has been omitted. For the present the student may pronounce the syllable with the short sound of e, as sep, seb, etc. Later we will teach you to distinguish between soap, soup, sap, sup, sop, etc.

No. 1. Simple Stems.

| | | | |
|------------|-----------|-----------|-----------------------------------------------------------------------------------------|
| eP. \... | eF. \... | eL. (... | La.  |
| eB. \... | eV. \... | Ya. (... | Sha.  |
| eT. ... | eTh. (... | eR.)... | Ra.  |
| eD. ... | eDh. (... | Wa. \... | Ra.  |
| etCh. /... | eS.)... | eM. ^... | <u>Brief Consonants.</u> |
| eJ. /... | eZ.)... | eMp. ^... | S or Z. °... |
| eK. —... | eSh.)... | eN. ^... | Ses. °... |
| eG. —... | eZh. /... | eNg. ^... | Ste. °... |
| | | | Ster. °... |
| | | | Wch. ° or ° |
| | | | Yeh. ° or ° |
| | | | Heh. ° or ° |

A small circle represents the sound of s at the beginning of words or syllables, and the sound of s or z in the middle or at the end.

A large circle represents the sound of ses, sez, or zez, initial or final.

A small loop represents the sound of st initial or final, and sometimes zd final.

A large loop represents the sound of ster, when used finally. In a few words it occurs in the middle.

A small circle may be joined to a large circle, to a small loop or to a large loop to add an additional sound of s or z.

The circles and loops are joined to straight stems with a backward motion; to curved stems, on the inside of the curve; between straight stems which form an angle, on the outside of the angle; between a curved and straight stem, on the inside of the curve; between two curved stems, generally, on the inside of the first curve but, when more convenient, it may be made on the inside of the second curve.

The student should practice these exercises until they are thoroughly familiar. Join each syllable in turn to every other one, naming them as they are written until there is not the slightest hesitation in recalling the sign or the sound.

THE STENOGRAPHER.

Write the shorthand outlines for the following words, and spell out in ordinary longhand as many words as you can think of for each outline. In cases of joining stems let the first up or down stem rest on the line.

ep, epek, pek, eb, bek, tek, etek, dek, chek, ej, kej, kep, chek, kefe, veg, veket, thek, beth, bedh, esk, beze, shek, besh, bezhe, fel, fele, erk, ewek, kem, kemp, mek, mene, nem, keng, lek, lem, rek, hed, tepek, jeket, theket, deket, tenese, le-ezene, temene, menetene.

Longhand words for a few of the above:

ep, may stand for ape, ope, up, etc.

epek, may stand for epic, opaque.

pek, may stand for peck, puck, pick, pack, etc.

veket, may stand for vacate; beth, for bath; bedh, for bathe;

tenese, for Tennessee, etc.

bezhe, may stand for bijou; le-ezene for Louisiana,

























No. 2.

Brief s

| | | | |
|-------|------|------|--------|
| seP | seF | seL | sLa |
| seB | seV | Yes | Shes |
| seT | seTh | seR | Res |
| seD | seDh | Wes | Hes |
| setCh | seS | seM | sLes |
| seJ | seZ | seMp | PeseLs |
| seK | seSh | seN | LesP |
| seG | SeZh | seNg | ResP |

























No. 3.

Brief S.

| | | |
|-----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| Pes  | Fes  | Les  |
| Bes  | Ves  | ERs  |
| Tes  | Thes  | Res  |
| Des  | Dhes  | Mes  |
| Ches  | Ses  | Nes  |
| Jes  | Zes  | eMpes  |
| Kes  | Shes  | eNgs  |
| Ges  | Zhes  | Hes  |

No. 4.

Brief ses.

| | | |
|---------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| Peses  | Feses  | Leses  |
| Beses  | Veses  | eReses  |
| Teses  | Theses  | Reses  |
| Deses  | Dheses  | Meses  |
| Cheses  | Seses  | eMpeses  |
| Jeses  | Zeses  | Neses  |
| Keses  | Sheses  | Heses  |
| Geses  | Zheses  | PesesT  |



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Francis H. Hemperley, President and Editor.
John C. Dixon, Secretary and Treasurer.

VOL. XVI. NOVEMBER, 1901. NO. 11.

"The Stenographer" is published in the interest of the Shorthand and Typewriting profession of the country; and all men, all systems and all machines will receive equal recognition in its columns.

The columns of "The Stenographer" are always open to correspondents. We shall be glad to publish matters of interest to the profession in all its branches. Communications should be addressed to the Editor, who is not responsible for the opinions of correspondents.

"The Stenographer" is a progressive journal, and the publishers will appreciate suggestions of improvement in any of its departments.

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Subscription: United States, Canada and Mexico, \$1.00 a year; other places in Postal Union, \$1.25 a year.

Advertising Rates furnished on application.

OUR readers will agree with us that the leading space place in THE STENOGRAPHER this month has been wisely filled with the splendid oration delivered by Kendrick C. Hill, at the Masonic Memorial Services in honor of "our late brother" President McKinley.

We are sure that this oration will give pleasure to all who read it and we can easily enter into the spirit of the occasion of its delivery, as upwards of one thousand Master Masons filled the auditorium of the Masonic Temple at Trenton.

WE began last month in THE STENOGRAPHER a series of lessons to enable anyone who desires to do so to master the art of shorthand writing at home. We propose to make the instruction simple and yet thorough, such as will, if carefully followed up, lead to the ability to write

the very briefest as well as the most legible reporting style.

We shall keep mainly in view the thought of aiding our students to acquire a thorough understanding of the fundamental principles. We do not wish them to depend upon arbitrary rules, the memorizing of arbitrary forms, lists of outlines or dictionaries, but to be able to analyze words quickly and correctly and to reproduce the signs for the sounds without hesitation.

It is our deliberate judgment that there are thousands and hundreds of thousands of young people who can and who should acquire the power of writing shorthand for their own use, not for the sake of becoming professional stenographers, but for the strengthening of all their other mental powers and faculties.

If one needs to write at all, surely it is wise to learn to write rapidly.

TYPEWRITER NUMERALS. We notice very many users of the typewriter use the Capital I for the figure one. Thus: for 11 they write II. The latter is the Roman notation for two, and not for eleven. Again, quite a number make use of the small o to represent the cipher. Thus: for twenty they write 2o. It looks better in this case to use the capital O; Thus, 20.

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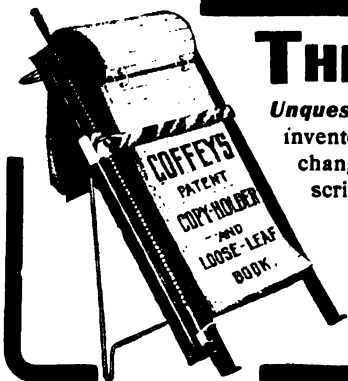
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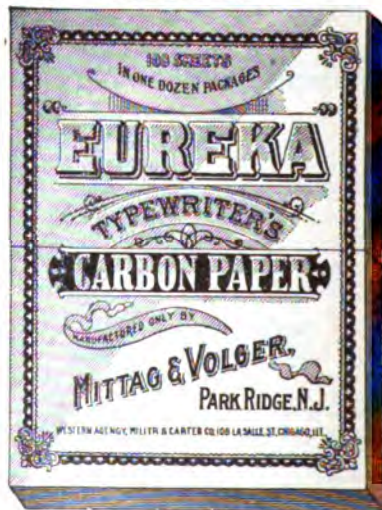
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PHILADELPHIA, DECEMBER, 1901.

NO. 12.

Hemperley's Home Study Shorthand.

By FRANCIS H. HEMPERLEY, Editor of "The Stenographer."

A practical knowledge of shorthand writing may be acquired at home by anyone possessing a fair education, common sense, and a willingness to study, to think, and to practice.

Our experience as a shorthand writer and teacher of upwards of thirty years enables us to say that this can be done. Of course, the presence and personal influence of a good teacher or of a good shorthand school is desirable where the student has the time and the money to secure it, but, in their absence, no one need be discouraged. Some of the very best shorthand reporters in the country have mastered the art without a personal teacher.

We propose to drop the theoretical features of so many text-books, and to confine the student exclusively to what is of a thoroughly practical nature

The Editor of "The Stenographer" will always take pleasure in replying by mail to any questions which any of its subscribers may desire to ask him, providing they will inclose a self-addressed stamped envelope.

In the following exercises the stroke or stem represents the consonant sound of a word or syllable, while the dot indicates where the sound of a vowel has been omitted. For the present the student may pronounce the syllable with the short sound of e, as sep, seb, etc. Later we will teach you to distinguish between soap, soup, sap, sup, sop, etc.

No. 1. Simple Stems.

| | | | |
|------------|-----------|-----------|--------------------------|
| eP. \... | eF. \... | eL. (... | La. /... |
| eB. \... | eV. \... | Ya. (... | Sha. /... |
| eT. /... | eTh. (... | eR.)... | Ja. /... |
| eD. /... | eDh. (... | Wa. \... | Ja. /... |
| etCh. /... | eS.)... | eM. ^... | <u>Brief Consonants.</u> |
| eJ. /... | eZ.)... | eMp. ^... | S or Z. °... |
| eK. —... | eSh. ^... | eN. ^... | Ses. °... |
| eG. —... | eZh. ^... | eNg. ^... | Ste. °... |
| | | | Ster. °... |
| | | | Weh. ° or °. |
| | | | Yeh. ° or °. |
| | | | Heh. ° or °. |

The student should practice these exercises until they are thoroughly familiar. Join each syllable in turn to every other one, naming them as they are written until there is not the slightest hesitation in recalling the sign or the sound.

Write the shorthand outlines for the following words, and spell out in ordinary longhand as many words as you can think of for each outline. In cases of joining stems let the first up or down stem rest on the line.

ep, epek, pek, eb, bek, tek, etek, dek, chek, ej, kej, kep, chek, kefe, veg, veket, thek, beth, bedh, esk, beze, shek, besh, bezhe, fel, fele, erk, ewek, kem, kemp, mek, mene, nem, keng, lek, lem, rek, hed, tepek, jeket, theket, deket, tenese, le-ezene, temene, menetene.

Longhand words for a few of the above:

ep, may stand for ape, ope, up, etc.

epek, may stand for epic, opaque.

pek, may stand for peck, puck, pick, pack, etc.

veket, may stand for vacate; beth, for bath; bedh, for bathe;

tenese, for Tennessee, etc.

bezhe, may stand for bijou; le-ezene for Louisiana,

No. 2.

Brief s

| | | | |
|-------|------|------|--------|
| seP | seF | seL | sLa |
| seB | seV | Yes | shes |
| seT | seTh | seR | res |
| seD | seDh | Wes | Hes |
| setCh | seS | seM | sLes |
| seJ | seZ | seMp | Pesels |
| seK | seSh | seN | LesP |
| seG | SeZh | seNg | resP |

Write the shorthand outlines for the following words:

Soap, sub, seat, said, such, sage, soak, sag, safe, save, sooth, soothe, cense, siege, sash, yes, soar, ways, same, samp, sun, sung, slay, raise, hoes, slays, puzzles, lisp, rasp.

A small circle represents the sound of s at the beginning of words or syllables, and the sound of s or z in the middle or at the end.

A large circle represents the sound of ses, sez, or zez, initial or final.

A small loop represents the sound of st initial or final, and sometimes zd final.

A large loop represents the sound of ster, when used finally. In a few words it occurs in the middle.

























A small circle may be joined to a large circle, to a small loop or to a large loop to add an additional sound of s or z.

The circles and loops are joined to straight stems with a backward motion; to curved stems, on the inside of the curve; between straight stems which form an angle, on the outside of the angle; between a curved and straight stem, on the inside of the curve; between two curved stems, generally, on the inside of the first curve but, when more convenient, it may be made on the inside of the second curve.

THE STENOGRAPHER.

No. 3.

Brief S.

























| | | |
|-----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| Pes  | Fes  | Les  |
| Bes  | Ves  | ERs  |
| Tes  | Thes  | Res  |
| Des  | Dhes  | Mes  |
| Ches  | Ses  | Nes  |
| Jes  | Zes  | eMpes  |
| Kes  | Shes  | eNgs  |
| Ges  | Zhes  | Hes  |

Write the shorthand outlines for the following words:

Pace, bays, tease, daze, chase, joys, case, gaze, face, vase, thews, says, shows, lace, airs, muse, knows, impose.

No. 4.

























Brief ses.

| | | |
|---------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| Peses  | Feses  | Leses  |
| Beses  | Veses  | eReses  |
| Teses  | Theses  | Reses  |
| Deses  | Dheses  | Meses  |
| Cheses  | Seses  | eMpeses  |
| Jeses  | Zeses  | Neses  |
| Keses  | Sheses  | Heses  |
| Geses  | Zheses  | PesesT  |

Write the shorthand outlines for the following words:

Paces, basis, tosses, doses, chooses, juices, cases, guesses, faces, vices, thesis, ceases, chaises, laces, erases, roses, Moses, imposes, noises, houses, possessed.

























No. 5. Brief Steh.

| | | |
|-------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| steP  | steF  | steL  |
| steB  | steV  | steR  |
| steT  | steThe  | steRe  |
| steD  | steDh  | steM  |
| stetCh  | steSe  | steMp  |
| steJ  | steZ  | steN  |
| steK  | steSh  | steNg  |
| steG  | steZh  | SteTLe  |

Write the shorthand outlines for the following words:

Stop, stub, state, stood, stitch, stage, stake, stag, staff, stave, stithy, stacy, stale, store, starry, stem, stamp, stone, stung, stately.

No. 6. Brief Steh.

| | | |
|--------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| Pest  | Fest  | Lest  |
| Best  | Vest  | Yest  |
| Test  | eThest  | eRest  |
| Dest  | Dhest  | West  |
| Chest  | Sest  | Rest  |
| Jest  | Zest  | Mest  |
| Kest  | Shest  | Nest  |
| Gest  | Zhest  | Hest  |

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Write the shorthand outlines for the following words:

Post, based, toast, dust, chest, just, coast, guessed, fast, vast, theist, ceased, zest, last, yeast, arrest, waste, raced, most, impost, nest, haste.

No. 7. Brief Ster.

| | | |
|---------------|---------------|----------------|
| Pestr | Festr | Lestr |
| Bestr | Vestr | Yestr |
| Testr | Thestr | eRestr |
| Destr | Dhestr | Westr |
| Chestr | Sestr | Mestr |
| Jestr | Zestr | eMpestr |
| Kestr | Shestr | Nestr |
| Gestr | Zhestr | Hestr |

Write the shorthand outlines for the following words:

Poster, boaster, taster, duster, Chester, jester, castor, foster, shyster, luster, yester, arrester, Worcester, master, Nestor, Hester.

No. 8.

| | | |
|----------------|-----------------|-----------------|
| Peseces | Festrs | YestrDe |
| eBseses | Shestrs | MesteFe |
| eKseses | Lestrs | LesTeLe |
| Pests | Resters | PesFeLe |
| Bests | Mestrs | eKseseV |
| Tests | Westrs | NeseseRe |
| Dests | eMpestrs | eKseseRe |
| Chests | Hestrs | MesesePe |

Write the shorthand outlines for the following words:

Possesses, abases, excesses, pests, boasts, tastes, dusts, chests, fosters, shysters, Lester's, roosters, masters, wasters, imposters, Hester's, yesterday, mystify, lustily, peacefully, excessive, necessary, Mississippi, accessory.

No. 9. Brief Weh.

| | | |
|--------------|-------------|-------------|
| weP | weF | weL |
| weB | weV | weR |
| weT | weTh | weM |
| weD | weDh | weN |
| wetCh | Wes | weMp |
| weJ | Wez | weNg |
| weK | weSh | sweP |
| weG | weZh | sweG |

Write the shorthand outlines for the following words:

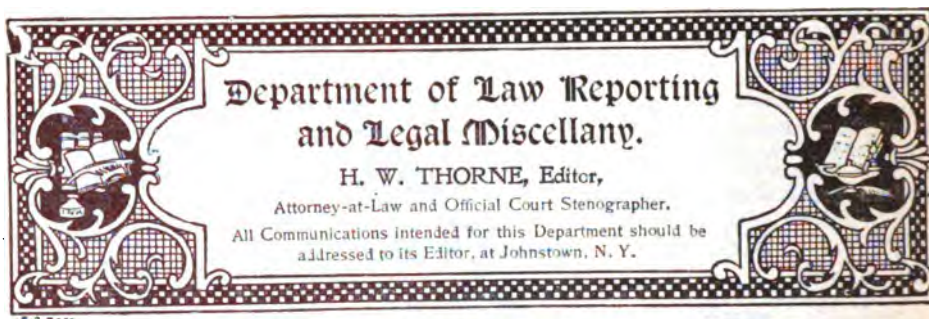
Weep, web, wait, wade, watch, wage, wake, wag, waif, wave, withe, with, Weiss, woes, wash, wall, wear, wane, swim, swain, swamp, swing, sweep, swig.

No. 10. Brief Yeh.

| | | |
|--------------|-------------|--------------|
| yeP | yeF | yeL |
| yeB | yeV | yeR |
| yeT | yeTh | yeM |
| yeD | yeDh | yeN |
| yetCh | Yes | yeNg |
| yeJ | Yez | yeRe |
| yeK | yeSh | eNyek |
| yeG | yeZh | Yahe |

Write the shorthand outlines for the following words:

Yawp, yuba, yacht, Yeddo, yoke, youth, yell, yore, yam, you, young Yara unyoke, Yahoo.



Control of Court Over Stenographer's Minutes of Trial.

UNDER the above title a very valuable contribution to New York State stenographer-law appears in New York Annotated Cases, (advance sheets), Volume 9, number 3, from which the following abstracts are made and upon which this article is founded.*

The New York Statute (Section 83 of the New York Code of Civil Procedure) which points out the duty of the stenographer is first quoted as follows:

"Each stenographer specified in this act must, under the direction of the judge presiding at or holding the term or sitting which he attends, take full stenographic notes of the testimony and of all other proceedings in each cause tried or heard thereat, except when the judge dispenses with his services in a particular cause or with respect to a portion of the proceedings therein. The court, or a judge thereof, may, in its or his discretion, upon or without an application for that purpose, make an order directing the stenographer to file with the clerk, forthwith or within a specified time, the original stenographic notes taken upon a trial or hearing, whereupon the stenographer must file the same accordingly. Such stenographer shall fully note each ruling or decision of the presiding judge, and when the trial is by jury each and every remark or comment of such judge during the trial, when requested so to do by either party, together with each and every exception taken to any such ruling, decision, remark or comment by or on behalf of any party to the action. After any such ruling, decision, remark or comment has been made, the same shall not be altered or amended by the

stenographer without the consent of the party excepting thereto, whether the same is made during the charge of the court to the jury or at any other time during the trial. The stenographer shall, upon payment of his fees allowed by law therefor, furnish a certified transcript of the whole or any part of his minutes, in any case reported by him, to any party to the action requiring the same."

This section is then considered in reference to

Possession
Correction,
Preservation,
Contents

of the stenographer's minutes of judicial proceedings, as follows:

AS TO POSSESSION.

"A stenographer may be punished for contempt, where he wrongfully refuses to deliver a copy of his minutes unless paid therefor in excess of the statutory rate."

(This was decided in the case of *Cavanagh v. O'Neill*, reported in 20 Miscellaneous Reports, page 233; 79 State Reporter, p. 789.)

"Although a stenographer is not obliged to part with his notes until his bill has been paid, yet if he does deliver them to the referee to be examined and used as the basis of his report, the stenographer cannot limit the effect of such delivery, and the court can compel the referee to file them with his report, even though the stenographer's fees remain unpaid."

(So decided in *Pope v. Perault*, 22 Hun, page 468.)

In the case of *Horrocks v. Thompson*, reported in 27 Hun, page 144, the court

*By permission of Williamson Law Book Co., Rochester, N. Y.

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construes the above mentioned section 83 and also section 84 of the Code of Civil Procedure in connection with sections 1007, 1018, 1022 of that Code, in reference to their application to the power of the court to compel the filing of stenographer's notes of proceedings upon trials before referees and reaches the conclusion that the court has such power the same as in cases tried before the court.

AS TO CORRECTION.

This power, to make the minutes correspond to the truth, is inherent in the court, and is liberally exercised.

(So stated in Encyclopedia of Pleading and Practice, Vol. 14, p. 29.)

But the New York Court of Appeals decided in *People v. Hoch*, page 291, (reported also in 44 *Northeastern Reporter*, p. 976), that that court has no power to correct a record transmitted to it for review, even though the stenographer of the trial court submits an affidavit that his notes were incorrectly printed.

The same court in the case of the *People v. Conroy* (151 N. Y., 543; same case, 45 *Northeastern Reporter*, 946), on this question said: "Printed copies of what purported to be the minutes of the stenographer, as transcribed and certified by him and filed with the county clerk, were served on the attorney for the defendant. Each copy bore the certificate of the county clerk that it was a copy of the stenographer's minutes. * * * Upon comparing the printed copies, thus certified, with the original transcript of minutes filed with the county clerk and with the copy filed with the governor, it appeared that changes had been made therein, but on investigation it also appeared that such changes were made in good faith to correct what were regarded as manifest errors, and not for the purpose of prejudicing the defendant. While some changes were made by the stenographer by interlineation before the minutes were filed so as to conform to his original notes, others were made without his authority after the minutes were filed, and without the knowledge or consent of the defendant or his attorney. Our attention is called specifically to upwards of one hundred changes, the most of which appear upon inspection to be of no material importance, as they simply correct mistakes in grammar and the like, without changing the meaning in any particular, but a few, if not clearly material, are of such a character as to

make it a debatable question whether they may not prejudice the defendant upon the hearing of the appeal. It is claimed that no court or officer has the power, either with or without notice to the parties, to make any change whatever in the minutes of the stenographer after they have been filed with the county clerk. We do not now sustain, nor do we dissent, from this position taken by the defendant's counsel. It may be that the statute compels this conclusion. On the other hand, it may be that there is an implied power to correct mistakes, springing from the commanding necessity of the situation, the nature of a case and exceptions and the method of procedure in all other appeals that prevailed when the statute was passed. We are not now required to decide whether such a power exists or not. We simply hold that if it does exist in some officer or tribunal it can only be exercised after due opportunity has been afforded to the defendant to be heard. To hold otherwise would violate every precedent that has been created to protect rights of property and the liberty of the person. The changes made in the stenographer's minutes now under consideration, after they had been filed with the county clerk, were without notice and without authority. Even if they were immaterial and made with the best of motives, we cannot too strongly condemn any interference with a public record of such great importance. On the facts as they now appear, we think it is the duty of the clerk to cause the stenographer's minutes to be printed literally as filed, without change or alteration of any kind, made after that date. If changes may be made at all, it is not for him to make them without the knowledge or consent of the defendant, or to practically indorse them after they have been thus made. He has no more power to alter the stenographer's minutes or to adopt an alteration made by some one else, than he has to tamper with the judgment roll itself. What we have said in relation to him applies with equal force to everyone else, unless it may be, as we have suggested, but not decided, that mistakes may be corrected upon due notice to the defendant, or with his consent. We have no power to alter the record furnished us by the county clerk, but we have power to require the clerk to do his duty by obeying the statute. This power exists by necessary implication, as the right to hear the appeal involves the right to require such a record to be presented as the law commands the clerk to prepare and print. Unless he does his duty, the right of appeal given to the defendant may be of no avail. As the printed records are required to be furnished to us for official action, we necessarily have

THE STENOGRAPHER.

the right to determine, upon a proper application and the full presentation of the facts, whether they have been prepared and printed according to law; and, if we find that they have not, to direct the clerk accordingly. It is ordered, therefore, that the minutes be printed as they were filed by the stenographer, without omission or change of any kind."

AS TO PRESERVATION OF TESTIMONY.

Under this caption the cases of *People v. Benison* (32 Miscellaneous Reports, p. 366), and *People v. Giles* (reported 152 N. Y., 136; same case 46 Northeastern Reporter, p. 326), are cited, and while not dealing directly with the necessity for stenographers preserving their notes, yet discuss the question of when courts should preserve a record of their proceedings; and, to that extent, may be of interest to stenographers.

AS TO CONTENTS.

Law stenographers who attempt to discriminate between what is, and what is not, proper to be taken, are sometimes embarrassed in deciding this question. This occurs oftenest as to discussions between court and counsel, and is not unusual after the court has charged the jury and the latter are about to retire for deliberation.

Practitioners who are interested in this topic will not waste any time by reading the following cases: *Chapman v. McCormick* (reported 86 N. Y., p. 479); *O'Neil v. Dry Dock, Etc., R. R. Co.* (129 N. Y., p. 125; same case, 29 Northeastern Reporter, 84); *Gallagher v. McMullin*, (7 Appellate Division, 321); *People v. Gray*, (5 Wendell, 289); *Zabriskie v. Smith*, (13 N. Y., 322); *Tinkham v. Thomas*, (34 Superior Court, 236); *Pfeffele v. Second Avenue R. R. Co.*, (34 Hun, 497); *Raymond v. Richmond*, (88 N. Y. 671); *Schule v. Cunningham*, (13 State Reporter), 81; *Malone v. Third Avenue R. R. Co.*, (12 Appellate Division, 508), and *DeBost v. Albert Palmer Co.* (36 Hun, 386).

While these cases do not in terms discuss the stenographer's duty as to the making and contents of his official record, yet the intelligent reader will readily appreciate the importance of incorporat-

ing therein the discussion between court and counsel, as to requests to charge the jury. By that, and that alone, is the higher court, when reviewing the proceedings, enabled to determine whether or no rights have been granted or denied litigants which call for reversal or affirmance of the judgments of the lower courts.

* * *

The record of the Schley Court of Inquiry comprised over 1500 pages of solid type, approximately 1,000,000 words of testimony, not including some long official documents and other communications. The testimony was printed each night at a cost of \$700 to the Government.

* * *

The appeal of the committee on legislation of the National Shorthand Reporters' Association for financial aid to defray the expenses attending the proposed attempt at the coming session of Congress to procure legislation providing for officially reporting the Federal Courts, should be responded to by every stenographer, who is able, in the country. The personnel of the committee, to any one of whom contributions may be sent, is a sufficient guarantee that the funds will be properly utilized. Charles Currier Beale, Court House, Boston, Mass., Chairman; Charles F. Roberts, P. O. Box 1278, New Haven, Conn., Secretary; Edward V. Murphy, Washington, D. C., Clayton C. Herr, Bloomington, Ill.; Buford Duke, Nashville, Tenn., and H. C. Deming, Harrisburg, Pa., compose the committee.

* * *

Notes.

AN official stenographer, who will not permit his name to be used, sends me the following clippings and his comments thereon:

"At the trial term of the Supreme Court at Caldwell (Warren county, N. Y.) yesterday the entire day was occupied in the hearing of the Merithew bridge case, which was continued to-day. This evening members of the bar will give a game supper to Judge Stover and Stenographer Robert R. Law, of Cambridge, at the Half Way House, French Mountain."—Troy Times.

(Continued on folio 293.)



Reliability and Reliance.

WE have thought at various times of writing about this on the "woman's page" of this magazine, along the line of the qualifications of a thorough stenographer; but Mrs. A. R. Ramsey has covered the subject so well in a recent number of "The Ledger" that we are led to quote from it, rather than prepare something for publication which would be confessedly inferior:

"Let us agree that self-reliance is an admirable trait and one which should, by every possible training, be given to children. Yet, the most self-reliant person is dependent every day and hour upon someone else, although it may happen that this is not realized save in times of distress or sorrow. Gray's beautiful line, 'On some fond breast the parting soul relies,' expresses the reaching out of wrecked humanity in a season of extremity; but it tells only half the truth, since not only at life's end, but all along the journey we are absolutely dependent upon the faithful care, if not the love, of others.

"It seems like a step from the sublime to the ridiculous to bring this line into a discussion of domestic and business relations; but, since it insists upon our human dependence, it may stand, while we see how far anyone can be sufficient to himself, even in humblest ways.

"That busy, shrewd man, who fancies himself wholly self-reliant, is entirely dependent upon the sobriety and skill of his coachman as he drives to his morning train. Then he must depend for safety upon the same qualities in the engineer, and every one of the railroad employees who starts the train, minds the switches, sets the signals or take care of the wheels and track. Not one man must fail in one particular if our traveler is to reach the city without danger to life and limb.

"Once in the street, the reliance is transferred to the trolley workers and to

the police, while, arrived at his office, his comfort depends upon the dusting of the office, the exactness of the typewriter, the promptness of mail delivery and the performance of every one of the daily duty.

"Carry this thought into the life of the home and see how impossible it is to escape dependence upon others. When cook departs and her helpers flee, then for the mistress comes a mighty realization of what her dependence has been. Or, let illness enter our doors, and with what aching hearts we depend upon doctor and nurse.

"With the full realization of our dependence comes the realization of the precious quality which answers to our need—the power to hold on, to do the duty at all costs to ourselves.

"It is this which we must cultivate as carefully as the self-reliance men praise. It is nothing to have skill if we do not use it for all our work; to have it and withhold it is to abuse it. It is nothing to be faithful if we make a choice as to when we shall be so. Real faithfulness knows no time for neglect, no season for forgetfulness.

"When women have this conscientious attitude towards their work they are apt to be worn out, not so much with their faithful work, as with the attempt to put their consciences into too many efforts. It is our duty to perform so well our task that those who need it are never without the stay and comfort of our service; it is even more of a duty not to undertake too much. We must learn that reliability is as great a virtue and as rare a one as consistency. It may be cultivated along the same lines as our self-reliance; but it is killed if scattered over many fields of work. Therefore, let us make concentration the watchword for our winter, and while we humbly acknowledge our dependence upon others, may we feel as keenly the responsibility of the tasks we accept and our obligation to be exact and reliable."

In the next number we hope to dwell on the "winning quality of enthusiasm," as the Brown Book of Boston calls it.

Women's Luncheons.

THE "Noonday Rest" of a woman's club in Chicago, the big Klio Association, comes very near to solving the problem which periodically agitates the self-supporting women of all large cities—how to get a comfortable luncheon in a comfortable place. The rest is a sort of club in itself, but non-members are admitted to its privileges, so that at noon it is practically a general lunch room. Five cents deposited with a clerk at the door buys a ticket which gives any woman entrance. The lunch room is managed in an admirable and unusual way. The visitor first enters the serving room, and takes a hot plate from a pile in a rack at the side. She then proceeds to fill it from an array of good things set out on long tables before her. At a counter across one end of the room meat and vegetables are served. The scale of prices is almost nominal. A cup of coffee costs 3 cents; a slice of bread, 1 cent. 15 cents, or even 10, will buy a good hot meal. With her plate filled, the visitor goes on into the dining room, passes a second clerk, who looks over her order, estimates its value at a glance and gives her a celluloid check for the amount. The guest finds a seat where she pleases, pre-empts it by putting down her plate of food while she steps to the place in which the knives, forks, napkins, etc., are kept; she picks out her own supply, and from another table pours herself a glass of water before she returns to her seat, and proceeds with her luncheon. When she has finished she takes her dishes and leaves them at another side table, and, going out by another door, turns over her check and money to a third clerk seated there. By this individual service there are no delays in getting through with the luncheon, and the system does away with a large force of waitresses, with a consequent economy in the management of the enterprise. Its promoters, it may be added, have known where to spend. They

began by securing an expensive head cook, with the result that no better food is served at any restaurant, notwithstanding its cheapness.—Selected.

Notes From the Field.

MISS Agnes Montgomery Gill was the Acting Governor of New Jersey for one week, during the absence of the Chief Executive, his clerk and private Secretary, at Buffalo. Miss Gill is the stenographer of the Executive Office, and is an extremely bright young woman. All manner of questions have come in the mail, and she alone has sought out and supplied the information; all the attaches of the State House addressed her during that memorable week as Governor.

It is a great mistake for business women to dress showily. Cheerfulness, intelligence and anxiety to do well appeal to an employer more than any personal attraction, and, as a rule, girls who possess these qualities develop business capabilities and succeed in their work.

Miss Viola Coddling was recently appointed court stenographer at Nome, North Dakota. It is said that the salary is \$150 per month, with a chance for Miss Coddling to earn \$200 a month more in clerical work. We hope she will win!

In the Middlesex Court, Lowell, Mass., Miss Grace N. Kinney, of Roxbury, a young Boston stenographer, recently began action to obtain one-sixth of a large Billerica estate. Her share may amount to \$10,000.

"The aspiring journalist would do well to train herself in the writing of brief and pointed paragraphs. Few among even practiced writers excel in the accomplishment of producing agreeable brevities. Cultivate, too, the habit of observing interesting incidents as you go here and there, and discriminate between what it would be legitimate to describe in a newspaper and what should be regarded as confidential."

Miss Helen M. Stoddard has been appointed by Governor Sayers of Texas a Commissioner to locate the State Industrial School for Girls, and her appointment has been confirmed by the Senate. This is the first time a woman has been honored in any such way in Texas. The Commission consists of twelve men and one woman. Texas women, led by Mrs. Stoddard, have worked hard to get this School, the first bill having been introduced about ten years ago.

Ida E. Turner.

THE STENOGRAPHER.

Law Department

(Continued from folio 290)

They don't give game suppers down our way. You can get in the "game," though, any evening.

* * *

"The two Ellenville cases brought by the Ellenville and Kingston Railroad Company to acquire title to property * * * were tried at Ellenville and a number of witnesses were examined and cross-examined at length, two days and an evening being occupied. The evidence was taken by a lady stenographer, an employe of the railroad office, and she found the next day that somebody had broken into the railroad office and torn up the minutes. The cases were therefore submitted by counsel upon what they remembered of the testimony and upon figures, which had been taken down by Mr. Burhaus, a member of the commission."—Kingston Leader.

There is certainly nothing slow about cipher tracks. It was probably that evening session that "broke her up."

* * *

"How are you getting on with your new stenographer?" asked the business friend.

"First rate," answered Mr. Cumrox.

"Is she accurate?"

"I should say not. If she was accurate I'd discharge her to-morrow. She simply gets the sense of what I want to say, and then expresses it grammatically."—Washington Star.

H. W. THORNE.

Editorial.

We are in receipt of the following letter to which we have made the reply given below.

"Mr. F. H. Hemperley, Editor THE STENOGRAPHER, Philadelphia, Pa.

Dear Sir:

I desire to take a thorough course in stenography. I enclose ten cents for sample copy of THE STENOGRAPHER and particulars of the method you pursue in teaching same.

Yours truly,

H. B. C."

To H. B. C.

I take great pleasure in sending you a sample copy of THE STENOGRAPHER. Some

of the best shorthand writers of the country have mastered the art in the manner in which I am instructing many of the subscribers to THE STENOGRAPHER.

A good text-book will cost you \$1.25; the magazine will cost you \$1.00 for a year. The instruction will cost you nothing except the postage on correspondence both ways.

I am sure that you will find it satisfactory and successful if you are sufficiently interested and persevering to give it the necessary study and practice.

There is no royal road to the mastery of anything worth knowing. An understanding of the principles of shorthand is easily acquired; the successful use of shorthand as an art, comes only by practice. I can tell you how to practice; the work you must do yourself.

You can go to a school of instruction and pay from \$75 to \$125, simply for the privilege of doing under an overseer what you can, if you will, do under your own self-compulsion, with the assistance of occasional revision by the editor of THE STENOGRAPHER.

I shall be glad to have you take hold and secure the co-operation of several others in your city, because in that way we can work together and make more certain the persistent application which is so essential.—EDITOR.

Our Typewriter.

By EDWIN DAVENPORT ROSS.

Who entered promptly just at nine
Each morn, and worked till time to dine,
And always wore a smile benign?

Our Typewriter.

Who catered to our every whim,
And never would her labors skim,
Appearing always neat and trim?

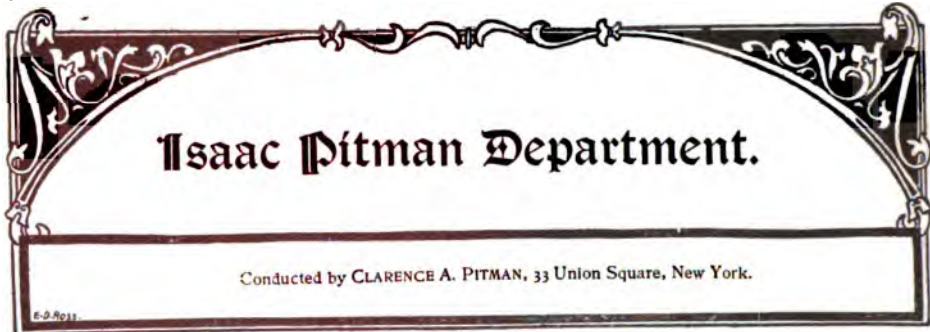
Our Typewriter.

Who raised the moral status high
In counting room and office nigh,
And never told a business lie?

Our Typewriter.

Who won the heart of our Cashier,
And led him on a wild career,
Which ended in a prison drear?

Our Typewriter.



IS R. Wm. Hope, President Harlem Com'l Inst. N. Y. City, and for eight years Supt. of the N. Y. Bus. Institute writes:

"I have critically and with much care examined the revised edition of 'Isaac Pitman's Shorthand Instructor.' I am so much pleased with the improvements made in it that I have discarded the use of the shorthand text-book of which I am author, and am now only using 'Isaac Pitman's Shorthand Instructor,' and their other shorthand publications in my institute. The results are most satisfactory, and I do not hesitate to cheerfully testify to superior merit and excellence. It is an American produced book for American students that has no equal."

Since last reported, the Certificate of Proficiency for teachers of the Isaac Pitman Phonography in the United States and Canada, has been awarded to the following successful candidates: Mr. Lionel R. Stert, 1435 Lafayette St., Denver, Colo. This diploma, the examination for which is based on a knowledge of the system as presented in the "Twentieth Century" Edition of "Isaac Pitman's Complete Phonographic Instructor," will be found very valuable in the hands of teachers of this system. It is issued by Messrs. Isaac Pitman & Sons, 33 Union Square, New York.

"Pitman's 20th Century Dictation and Legal Forms," and "Aesops' Fables" in Isaac Pitman's Phonography, have recently been adopted by the N. Y. Board of Education for use in the High Schools.

Key to

Isaac Pitman Shorthand.

Reprinted from Pitman's 20th Century Dictation Book
You may thus keep the readers of the "Gazette" familiar with your name and goods, and when the new season comes around you would have great advantage over competitors not constantly adver-

tising. Spasmodic advertising, while better than none at all, is not the best policy. We know a constant steady effort would repay you well, even though the advertisement did run for a few months when your goods were out of season. Confident that an investment of this kind would be mutually profitable, and hoping to receive your favorable response, we remain,

Yours truly, (192)

Messrs. J. H. Love & Co.,
Meriden, Conn.

Gentlemen: May we not have your order to give you some assistance in placing your machinery in bakers' and confectioners' establishments? There is a large and growing use of such machinery in these trades to which our journal is devoted, and we see no reason why we should not be able to put you in the way of new and profitable trade among our readers. We are not aware that anyone has attempted to work this field as yet, and we feel sure you have a good opportunity to secure good results from advertising with us. We send you a copy of the "Gazette," and trust you will give it careful examination. Let us have your order for advertising in the September and subsequent numbers, and see what we can do for you.

Yours truly, (145)

Mr. Harold White,
Atlantic Highlands, N. J.

Dear Sir: We have your favor of the 14th inst. asking for sample copy of the "Tribune," and rates of subscription, etc. We take pleasure in complying with your request and mail you to-day copy of our September issue, and inclose with this subscription blank and circular giving the opinions of men in different parts of the country as to the usefulness of our journal to those in the trades to which it is devoted. We shall hope to receive your subscription at once, believing that you cannot afford to miss the amount of trade information and instruction given in our columns each month for the small cost of subscription.

Isaac Pitman's Shorthand Instructor, 278 pp., \$1.50; a Phonographic Dictionary, with the shorthand forms for 60,000 words, \$1.50; Business Correspondence, Nos. 1 and 2, each 30 cents. Spanish Phonography, 101 pages, \$1.75. Pitman's 20th Century Dictation and Legal Forms, 256 pp., 75c. Published by Isaac Pitman Sons, 33 Union Square, New York.

295

**Business Letters from Pitman's Twentieth Century Dictation Book
and Legal Forms.**

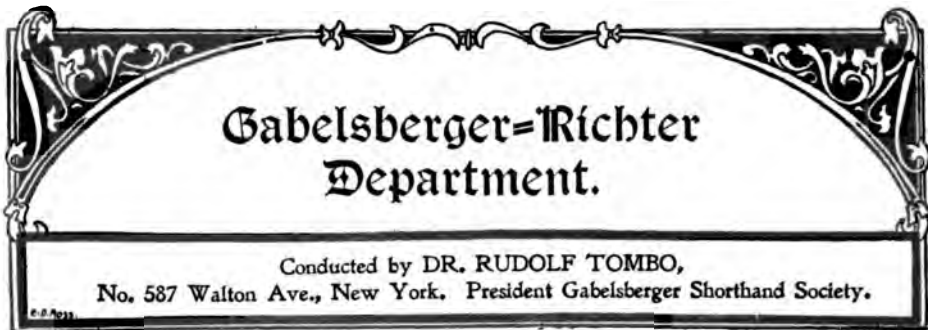
12 TWENTIETH CENTURY BUSINESS DICTATION BOOK.

Handwriting sample (192) showing cursive script. The sample includes the text "J. H. LOVE & Co., Conn." and is numbered (192) in the bottom right corner.

Handwriting sample (145) showing cursive script. The sample includes the text "HAROLD WHITE, N. J." and is numbered (145) in the bottom right corner.

Schools and others, desiring the services of experienced shorthand teachers, will please apply to Teachers' Bureau Department, Isaac Pitman & Sons, 33 Union Square, New York.

THE STENOGRAPHER.



NOTE.—The pamphlet, "The New Era of Phonography," as well as the circular, "A Practical Lesson in Graphic Shorthand" explain the general principles of Gabelsberger system. I shall be pleased to furnish these publications free of charge to any reader of THE STENOGRAPHER who wishes to form an idea of the system.—*Dr. R. Tombo.*

NOTE.—*This Department will be continued for another year.*

Last Speech of the late President McKinley.

Continued.

CORRESPONDING STYLE.

At the beginning of the nineteenth century there was not a mile of steam railroad on the globe. Now there are enough miles to make its circuit many times. Then there was not a line of electric telegraph; now we have a vast mileage traversing all lands and all seas. God and man have linked the nations together. No nation can longer be indifferent to any other. And as we are brought more and more in touch with each other the less occasion is there for misunderstandings, and the stronger the disposition, when we have differences, to adjust them in the court of arbitration, which is the noblest forum of settlement of international disputes.

My fellow citizens: Trade statistics indicate that this country is in a state of unexampled prosperity. The figures are almost appalling. They show that we are utilizing our fields and forests and mines, and that we are furnishing profitable employment to the millions of workmen throughout the United States, bringing comfort and happiness to their homes, and making it possible to lay by savings for old age and disability. That all the people are participating in this great prosperity is seen in every American community, and shown by the enormous and unprecedented deposits, and their safe investment demands the highest integrity and best business capacity of those in charge of these depositories of the people's earnings.

REPORTING STYLE.

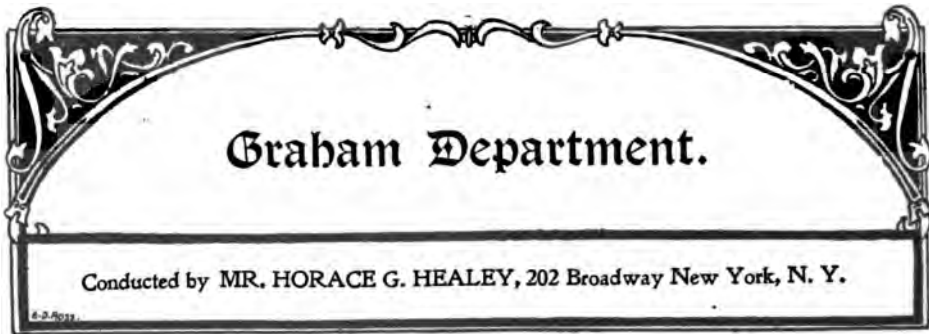
We have a vast and intricate business, built up through years of toil and struggle, in which every part of the country has its stake, which will not permit of either neglect, or of undue selfishness. No narrow, sordid policy will subserve it. The greatest skill and wisdom on the part of the manufacturers and producers will be required to hold and increase it.

Our industrial enterprises which have grown to such great proportions affect the homes and occupations of the people and the welfare of the country. Our capacity to produce has developed so enormously and our products have so multiplied that the problem of more markets requires our urgent and immediate attention.

Only a broad and enlightened policy will keep what we have. No other policy will get more. In these times of marvelous business energy and gain we ought to be looking to the future, strengthening the weak places in our industrial and commercial systems, that we may be ready for any storm or strain.

By sensible trade arrangements which will not interrupt our home production, we shall extend the outlets for our increasing surplus. A system which provides a mutual exchange of commodities is manifestly essential to the continued and healthful growth of our export trade. We must not repose in fancied security that we can forever sell everything and buy little or nothing. If such a thing were possible, it would not be best for us or for those with whom we deal. We should take from our customers such of their products as we can use without harm to our industries and labor. Reciprocity is the natural outgrowth of our wonderful industrial development under the domestic policy now firmly established. What we produce beyond our domestic consumption must have vent abroad. The excess must be relieved through a foreign outlet, and we should sell everywhere we can and buy wherever the buying will enlarge our sales and productions, and thereby make a greater demand for home labor. The period of exclusiveness is past. The expansion of our trade and commerce is the pressing problem. Commercial wars are unprofitable. A policy of good will and friendly trade relations will prevent reprisals. Reciprocity treaties are in harmony with the spirit of the times; measures of retaliation are not.

[illegible]



Law Forms.

COUNTY OF NEW YORK, ss:

John H. Kelly, being duly sworn, says that he is the plaintiff above named; that he has read the foregoing complaint and knows the contents thereof, and that the same is true of his own knowledge, except as to the matters therein stated to be alleged upon information and belief, and as to those matters he believes it to be true.

Sworn to before me, this }
day of August, 1899. }

Fol. 1. N. Y. SUPREME COURT,
New York County.

FREDERICK JAMES,
Plaintiff,
against
THOMAS CAMPBELL AND
JOSEPH O'BRIEN,
Defendants. }

The defendant, Thomas Campbell, by Robert T. Wilson, his attorney, answering the complaint of the plaintiff herein, respectfully shows to this Court:

I. He admits the allegations contained in paragraphs I and IV, of said complaint.

II. He alleges that he has no knowledge or information sufficient to form a

belief as to the truth of the allegations contained in paragraphs numbered II. and III. of said complaint.

III. He denies that before the commencement of this action he received of the assets of Susan Robertson, deceased, the sum of six hundred dollars, or any other sum whatsoever, as alleged in paragraph numbered V. of said Complaint.


Wherefore this defendant demands judgment that the complaint as against him be dismissed with costs.

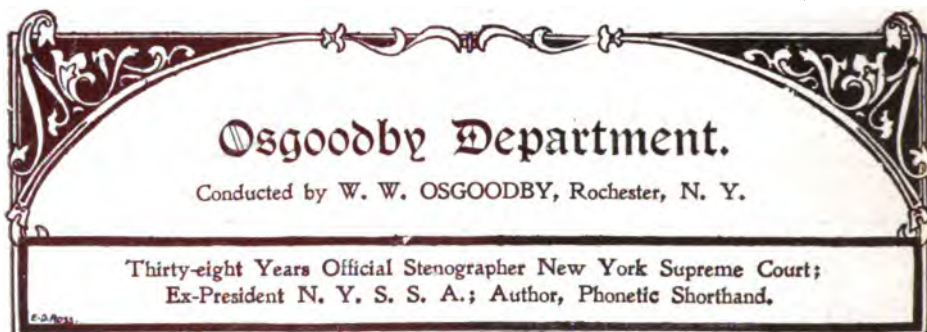
ROBERT T. WILSON,
Attorney for Defendant, Thomas Campbell,
7 Beekman Street, N. Y. City.

CITY AND COUNTY OF NEW YORK, ss:

Thomas Campbell, being duly sworn, says that he is one of the defendants herein; that he has read the foregoing answer and knows the contents thereof; that the same is true of his own knowledge, except as to the matters therein stated to be alleged upon information and belief, and as to those matters he believes the same to be true.

Sworn to before me, this }
day of November, 1898. }

 The only books that present the Graham system in its purity are published by Andrew J. Graham & Co., 1135 Broadway, New York. Catalog and circulars free.



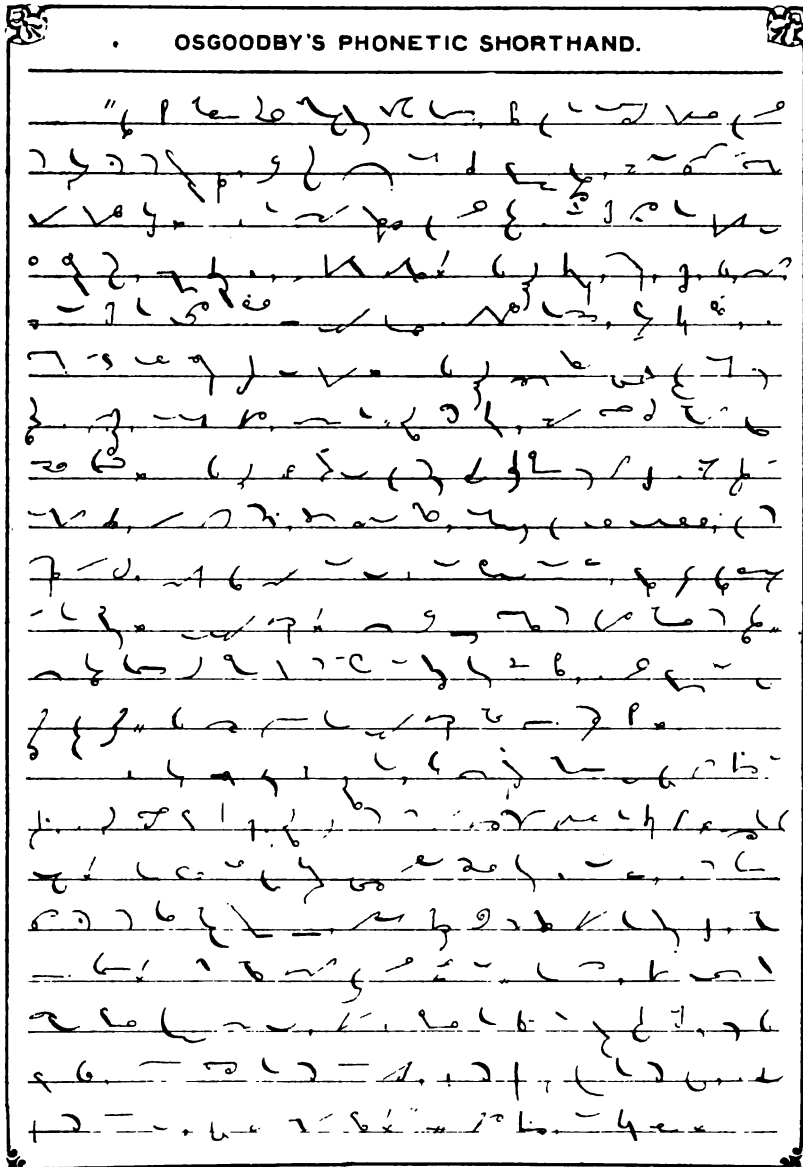
Extract from "Dombey & Son."


"Those who study the physical sciences, and bring them to bear upon the health of man, tell us that if the noxious particles that rise from vitiated air were palpable to the sight, we should see them lowering in a dense black cloud above such haunts, and rolling slowly on to corrupt the better portions of the town. But if the moral pestilence that rises with them and in the eternal laws of outraged Nature, is inseparable from them, could be made discernable too, how terrible the revelation! Then should we see depravity, implety, drunkenness, theft, murder, and a long train of nameless sins against the natural affections and repulsions of mankind, overcharging the devoted spots, and creeping on, to blight the innocent and spread contagion among the pure. Then should we see how the same poisoned fountains that flow into our hospitals and lazar-houses, inundate the jails, and make the convict ships swim deep, and roll across the seas, and overrun vast continents with crime. Then should we stand appalled to know, that where we generate disease to strike our children down, and entail itself on unborn generations, there also we breed, by the same certain process, infancy that knows no innocence, youth without modesty or shame, maturity that is mature in nothing but in suffering and in guilt, blasted old age that is a

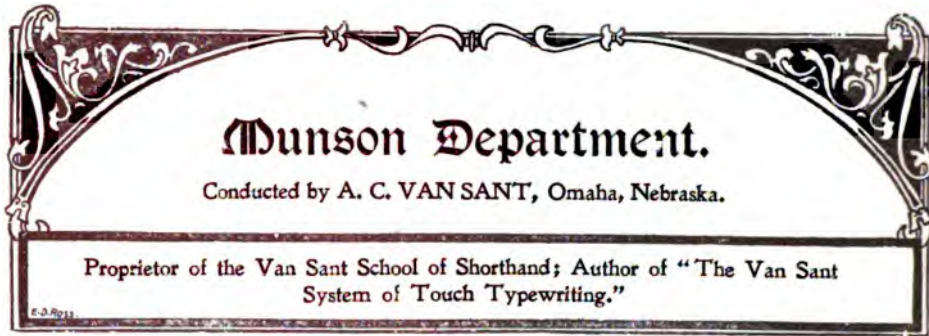
scandal on the form we bear. Unnatural humanity! When we shall gather grapes from thorns, and figs from thistles; when fields of grain shall spring up from the offal in the byways of our wicked cities, and roses bloom in the fat church-yards that they cherish; then we may look for natural humanity, and find it growing from such seed.

Oh, for a good spirit who would take the housetops off, with a more potent and benignant hand than the lame demon in the tale, and show a Christian people what dark shapes issue from amid their homes, to swell the retinue of the Destroying Angel as he moves forth among them! For only one night's view of the pale phantoms rising from the scenes of our too long neglect; and from the thick and sullen air where Vice and Fever propagate together, raining the tremendous social retributions which are ever pouring down, and ever coming thicker! Bright and blest the morning that should rise on such a night; for men, delayed no more by stumbling-blocks of their own making, which are but specks of dust upon the path between them and eternity, would then apply themselves, like creatures of one common origin, owing one duty to the father of one family, and tending to one common end, to make the world a better place!"

OSGOODBY SHORTHAND.



 Osgoodby's *Phonetic Shorthand Manual*, \$1.25; *Speed-book* (without key), \$1.00; *Compendium*, for the vest-pocket, 50c; *Word-Book*, \$1.50; *The Great Moon Hoax* (engraved shorthand) \$1.25. For sale by *The Stenographer Printing and Publishing Co.*, 408 Drexel Building, Philadelphia, Pa.



Chinese Retain Residence During Voyages.

THE petitioner is a subject of the that he came to California six years ago, and alleges years ago, and has since resided in the state; that for some months past he has been employed as a seaman on board the steamship City of Sydney, which departed from the port of San Francisco on the eighth of May last, bound on a voyage to Australia, and returned to this port on the eighth of this month; that since its return the captain has refused to allow him to land, and detains him on board, in contravention of the constitution of the United States, and of the treaty between this country and China.

The question presented is whether the petitioner is within the class of laborers whose landing in the United States is prohibited by the act of Congress. The captain of the vessel is desirous of obeying the law, and is not actuated by any personal feeling in restraining the petitioner. He is also under this embarrassment: he is bound by his contract to return the petitioner to the port of shipment, and this implies that he shall land him. The detention, if unlawful, renders him liable to both civil and criminal prosecution. He therefore asks the direction of the court as to his duty.

We do not, however, find any difficulty in arriving at the meaning of the act. Its provisions are plain. The master of a vessel is prohibited from bringing within the United States, and landing or permitting to be landed, any Chinese laborer *from any foreign port or place*; and that means, from bringing any Chinese laborer embarking at a foreign port or place. The prohibition does not apply to the bringing of a laborer already on board of the vessel when it touches at a foreign port.

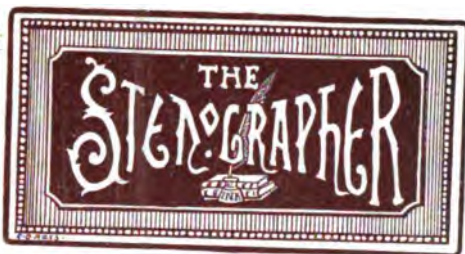
The object of the act of Congress was to prevent the further immigration of Chinese laborers to the United States,

not to expel those already here. It even provides for the return of such laborers leaving for a temporary period, upon their obtaining certificates of identification. It was deemed wise policy to prevent the coming among us of a class of persons who, by their dissimilarity of manners, habits, religion, and physical characteristics cannot assimilate with our people, but must forever remain a distinct race, creating by their presence enmities and conflicts, disturbing to the peace and injurious to the interests of the country. But it was not thought that the few thousands now here, scattered, as they must soon be, throughout all the states, would sensibly disturb our peace or affect our civilization. And in this connection it should not be overlooked that the petitioner, while on board the steamship as one of its crew, was within the jurisdiction of the United States, at all times under their protection, and amenable to their laws. An American vessel is deemed to be a part of the territory of the state within which its home port is situated, and as such a part of the territory of the United States. The rights of its crew are measured by the laws of its state or nation, and their contracts are enforced by its tribunals. * * * It would be, therefore, a singular circumstance in the legislation of the country if the act of Congress had been so framed that a subject of China, by his temporary employment on an American vessel sailing from an American port, was deprived of the right of residence acquired under the treaty with his country. Only the clearest language would justify such a conclusion. Nothing in the act requires it. Whenever the United States intend to eject any person from their jurisdiction they will undoubtedly express their purpose in plain terms.—Case of the Chinese Cabin Waiter, 13 Fed. 289.

MUNSON SHORTHAND.

Chinese retain Residence During Voyages

A page of handwritten musical notation on a 15-line staff. The notation consists of various rhythmic symbols, including vertical stems, flags, and beams, arranged in a complex, non-linear fashion across the staff. The handwriting is dense and appears to be a form of shorthand or a specific musical notation system. The page is numbered '289' in the bottom right corner.



PUBLISHED BY

The Stenographer Printing & Publishing Co.
408 Drexel Building, Phila., Pa.

Francis H. Hemperley, President and Editor.
John C. Dixon, Secretary and Treasurer.

VOL. XVI. DECEMBER, 1901. NO. 12.

"The Stenographer" is published in the interest of the Shorthand and Typewriting profession of the country; and all men, all systems and all machines will receive equal recognition in its columns.

The columns of "The Stenographer" are always open to correspondents. We shall be glad to publish matters of interest to the profession in all its branches. Communications should be addressed to the Editor, who is not responsible for the opinions of correspondents.

"The Stenographer" is a progressive journal, and the publishers will appreciate suggestions of improvement in any of its departments.

Issued on the first of each month.
Subscription: United States, Canada and Mexico, \$1.00 a year; other places in Postal Union, \$1.25 a year.

Advertising Rates furnished on application.

THE Shorthand Home Study lessons which the Editor of THE STENOGRAPHER is presenting in this magazine lead to the mastery of the Reporting Style in the very briefest time. You will observe that they skeletonize words from the beginning, and yet that they obviate many of the old time difficulties and escape many of the most dangerous pitfalls. By the use of the universal vowel—the short e—to aid in the pronunciation of the outline, the student grapples with and masters the principle of representing the word with the consonants which really constitute the frame work of the word, and at the same time he avoids the pernicious habit of naming the individual consonants instead of pronouncing the entire group form. For instance, under the method of Mr. Hemperley's Home Study lessons, the word Tennessee, would be analyzed in syllabic phonography thus—Te-Ne-Se,

whereas by the old style the student is taught to say, Te, En, Es. The word Burden would be analyzed syllabically as Ber-Den; whereas by the individual consonant method as be, ar, de, en.

The elementary sounds of the language are comparatively few. When thoroughly mastered, in their simple and modified forms, millions of words may easily be written by simply grouping these elements.

THE National Committee on Legislation, acting under a vote of the National Association passed at Buffalo, is endeavoring to raise a fund with which to meet the necessary expense of an effort to secure at the coming session of Congress the passage of a bill providing for official stenographers in the United States courts. The Committee now has in course of preparation a bill which will be introduced at the opening of Congress in December, and as many of its features have already been approved by leading United States Senators, several members of the National House of Representatives as well as by high officials of the Department of Justice and a number of United States judges, the prospect for the passage of the bill is good provided the money necessary to make a proper showing before the committees of the two houses of Congress can be obtained. The Committee guarantees that every dollar contributed shall be legitimately expended, and strictly accounted for to the National Association.

Charles Currier Beale,
Court House, Boston, Mass., Chairman.
Charles F. Roberts,
P. O. Box, 1278, New Haven, Ct., Sec'y.
Edward V. Murphy, Washington, D. C.
Clayton C. Herr, Bloomington, Ill.
Buford Duke, Nashville, Tenn.
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"I have become so used to your No. 5 Note-Book, that I can use no other. My colleague (Mr. Beard) in this Court says that your books are the best he has ever used in twenty years' experience."—PETER P. McLAUGHLIN, Court of General Sessions, New York City.

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